

**UNIVERSITÀ DI PISA**  
 DIREZIONE SERVIZI PER LA DIDATTICA  
 E L'INTERNAZIONALIZZAZIONE



Regione Toscana

**GIOVANI SI'**



[Applicable Laws and Regulations](#) (only available in Italian)

**Art. 1**

**CALL FOR APPLICATIONS TO PhD PROGRAMMES**

1. The University of Pisa is now accepting applications for the admission to its PhD Programmes for the academic year 2021/2022 (37° cycle). The list of available programmes and grants is provided in the annexed forms.
2. In addition to the PhD grants indicated in each annexed form, after the publication date of all the rankings (30 September 2021), further 8 PhD grants may be allocated according to the most disadvantaged economic-family status based on the ISEE certificate (Equivalent Economic Situation Indicator - Indicatore della Situazione Economica Equivalente) submitted by PhD students enrolled without scholarship, in compliance with the Presidential Decree of the Council of Ministers – DPCM no. 159/2013, art. 8, par. 2, 3 and 5); the aforementioned PhD grants will be allocated according to the procedure set in Article 2.
3. The University of Pisa is committed to achieve and promote equality of opportunity between men and women.
4. The educational activity of the Doctoral Programmes starts on the 1<sup>st</sup> of November of its first year and ends on the 31<sup>st</sup> of October 31<sup>st</sup> of its third year.

**Article 2**

**8 PhD GRANTS ALLOCATION BASED ON ISEE VALUE**

1. PhD students enrolled without a scholarship and with the highest merit-based score in each admission ranking for PhD Programmes can apply for one of the 8 PhD grants, as set in Art.1. For each ranking list, in the event of prior PhD grant waiver, PhD students cannot apply for this grant allocation.
2. In each admission ranking for PhD Programmes:
  - in order to apply for the aforementioned grants, applicants, ranked as eligible or admitted candidates without a grant, must email to [concorsodottorato@unipi.it](mailto:concorsodottorato@unipi.it) the ISEE certificate by 7 October 2021, which is the enrolment deadline for all successful candidates. **Failed submission of the ISEE certificate within the aforementioned deadline will be considered as lack of interest in the PhD grants allocation.**
  - for each ranking, after the enrollment deadline, the PhD students - enrolled without scholarship or having chosen to enroll only with scholarship - will be considered for the

aforementioned 8 Phd grants allocation according to a ranking list based on the ISEE value increasing order (which will be published by 19 October 2021 at <http://dottorato.unipi.it/> - "Admission"), provided that they have emailed the ISEE certificate within the deadline and have the highest merit-based score in the ranking. In the event of equal ISEE value, priority is given according to the following criteria:

- a) larger family unit
- b) offsite residence. Students are considered as "offsite", if residing in a municipality/ town other than that of the University of Pisa, requiring over an hour travelling times by public transport, as defined by the applicable General Guidance Plan approved by the "Giunta Regionale Toscana"
- c) younger age.

3. PhD students entitled to these PhD grants' allocation must send the relevant documentation for enrolment with grant **by 22 October 2021**, as provided for in the following Art. 5 of this Call. **Candidates failing to send the required documentation by the mandatory deadline will be considered as waivers, thus losing the right to be entitled to these grants' allocation. In the event of ranking scroll for grants' allocation, no other grants will be allocated to the aforementioned waivers.**

### Art. 3

#### APPLICATION FOR ADMISSION

1. **In order to apply and avoid to be excluded from the call, candidates are required to:**
  - a. apply **online only by the mandatory deadline of July 16<sup>th</sup>, 2021, 1.00 pm (Italian Time)**, providing the requested data at [www.unipi.it/concorsodottorato](http://www.unipi.it/concorsodottorato) and printing the receipt issued at the end of the procedure. No admission is allowed with the registration only and without application fee payment;
  - b. pay the application fee of **€ 30,00 by 16 July 2021** by PagoPA system which is accessible at the end of online registration. **The fee payment is due for all PhD Programmes the candidate applies for.** If the application fee payment is made within the deadline but not completed yet, it will be valid pending payment verification. The mere fee payment, set in point b, within deadline (16 July 2021, h. 11.59 p.m.) does not entail any admission to PhD Programmes.

Submission final receipt should be printed and kept to certify the correct online application, along with the fee payment receipt (within the deadline).

2. The list of candidates admitted to the oral interview or written examination will be published at least one day before the event date at <http://dottorato.unipi.it/> under "Admission".
3. Candidates who are attending a Medical Specialization School at the University of Pisa and intend to enrol in a PhD Programme for which the first year would coincides with the last year of the Specialization School (resulting in the possibility of requesting an abbreviation of the PhD Programme according to Art.12 of the PhD regulations), during the online application must upload, within the deadline of the call, a declaration listing the research activities already carried out during the Medical specialization school and attested by the Council of the School. The candidate will also have to send a communication to [concorsodottorato@unipi.it](mailto:concorsodottorato@unipi.it) - July 16<sup>th</sup>, 2021 - in which she/he requests the abbreviation of the PhD Programme because of the joint attendance.
4. By July 16<sup>th</sup>, 2021 candidates who have a disability or a S.L.D. certificate may request the use of auxiliary aids or additional time during the admission test by downloading the appropriate form and following the procedures published respectively on the webpages
  - candidates who have a disability: <https://www.unipi.it/index.php/usid/item/7817-assistenza-ai-concorsi-o-ai-test-di-valutazione>;
  - Candidates who have a S.L.D. certificate: <https://www.unipi.it/index.php/servizi-e-orientamento/item/1174>.

## Art. 4

### ADMISSION REQUIREMENTS

1. Admission is granted to those who hold an academic qualification equivalent to the Italian "Laurea Magistrale/Specialistica" (e.g. Master Degree) awarded by 31 October 2021 as specified in the related annex. During the online procedure, if applying for PhD programmes with reserved places for foreign citizens, candidates holding a Double Degree (Italian/foreign degree) or Joint Degree (awarded by an Italian and a foreign university) are required to choose, for all selection of the same PhD Programme, whether to participate with the Italian degree (thus waiving to any reserved places for candidates with foreign degrees), or with the foreign degree (thus applying only for the places reserved to foreign citizens).
2. Foreign academic degrees presented for application are subject to the evaluation of eligibility by the Selection Boards (valid only for the enrolment in the PhD program) in accordance with the relevant legislation in Italy and in the country where the title was awarded, and with the treaties or international agreements concerning the recognition of qualifications for the continuation of studies. The PhD Council will evaluate the equivalence of the level, the nature, the content and the academic rights (access to additional courses) compared to the Italian academic qualifications required for the admission to the PhD program. Such candidates shall submit the necessary documents in order to verify the academic qualifications (e.g. translation, legalization, declaration of value, the Diploma Supplement, Transcript of Records, certificates of ENIC-NARIC centers, etc.). The lack of such documents may undermine the evaluation of foreign qualification requested if the PhD Council is not able to deliberate on the above-mentioned equivalence.
4. **The foreign academic qualification and all documentations will have to be transmitted (only by upload procedure) during the online application within the deadline (16<sup>th</sup> July, 2021, 1:00 pm, Italian Time).**
5. The University has the right to exclude at any time those candidates who do not fulfil the necessary requisites.

## Art. 5

### ADMISSION EXAMS

1. Admission to the PhD Programme is based on the assessment of:
  - the curriculum vitae: an overall motivated score should be assigned according to the criteria established by the Selection Committees during the preliminary meeting. For some PhD Programmes, the annexed form provides a minimum score for the curriculum to access to the next test
  - a research project (if any)
  - the written exam (if any)
  - of the interview.
2. The test schedule and venue will be published on 7 July 2021 at <http://dottorato.unipi.it/> - "Admission". The tests will take place in the period between 1 and 15 September 2021.
3. According to the provision of the PhD Programme Coordinator, justified by the measures implemented to contrast and contain the Coronavirus spread, admission tests and score allocation criteria may be amended by 31 July 2021 considering the epidemiological trends in our country. In the event of no amendment within the aforementioned date, the provisions of the annexed forms remain valid.
4. The curriculum, written in Italian and /or English, **signed and provided with a copy of a valid identification document**, along with the Research project (if applicable) must be uploaded during the online application submission. Candidates should submit separate curricula and / or Research project (if applicable) for each PhD Programme application, hence the curriculum uploaded for a specific application won't be considered for other applications. Non-

compliance with the curriculum and / or Research project uploading will not give rise to exclusion.

5. In order to avoid being disqualified, the candidate must abide, under penalty of exclusion, the Board's recommendations concerning the correct execution of the written examination.
6. For the submission and subsequent assessment by the Selection Committee of any document about their academic and scientific curriculum at the University of Pisa candidates should explicitly request, **during the online application**, the ex-officio acquisition of the documents.
7. To take the written examination or the interview (also via videoconference) and avoid disqualification, candidates must compulsorily hold a valid identification document. Candidates can request to attend the interview remotely, **only** if interview by videoconference is allowed in the Annex to the call for application, without prejudice to the provisions of the above paragraph 3
8. A candidate's failure to attend the exams or videoconference will be considered equivalent to resigning from the application process.
9. The list of admitted candidates will be published on the University website, at <http://dottorato.unipi.it/> - "Admission". Entering the credentials provided during the application submission, admitted candidates log in a reserved area at <http://dottorato.unipi.it/> where the curriculum evaluation score and the tests' outcome will be available.
10. Further notifications related to the selection procedures, including any amendment as for paragraph 2 of this article, will be exclusively published at <http://dottorato.unipi.it/> - "Admission" by updating the Annex of the specific call for admission.
11. The Selection Boards will be nominated for each degree programme according to Art.10 of the PhD regulations.
12. The meetings of the Selection Committees can take place in-presence, entirely or in part, pursuant to the anti-contagion safety protocol of the University of Pisa. In the event one or more committee members attend remotely, it will be necessary to comply with the provisions of the current Regulations for the conduct of collegial meetings electronically and subsequent amendments, provided that:
  - a) in the convocation it is specified that the meeting takes place in-presence, with the possibility of remote attendance of one or more committee members, indicating the possible operating procedures;
  - b) names of the present members and those connected remotely, along with their the connection procedures, shall be entered in the meetings' minutes.
13. The meetings can also take place only remotely. In this event, all members will attend by using a video meeting platform and the Selection Committee shall comply with the provisions of the aforementioned Regulation.
14. The videoconference interviews of candidates will be held as follows:
  - a) via video meeting platforms made available to the University, ensuring the simultaneous connection among the board members and each candidate, in accordance with the regulation on personal data protection and confidentiality. This shall be written in the interviews' report
  - b) audio / video recording of the remotely held interviews is forbidden, as well as the broadcast of any audio / video record with any other tool than the platform
  - c) the interview shall be held publicly, forwarding to all candidates the event's link and ensuring to any third party the possibility to attend using the link available at <http://dottorato.unipi.it/> - "Admission"
  - d) at the beginning of the session, candidates will receive the link to individually connect to a virtual classroom with the President and / or the Selection Committee Secretary. Candidates must show a valid identification document, to be reported in the session's minute

- e) after every interview, in a different virtual class from the previous one, the President must interrupt the connection with all but the Committee members in order to allow the Committee evaluation.

## Art. 6

### RANKING OF CANDIDATES AND ENROLMENT

1. The ranking list of candidates who have passed the test, highlighting those who have obtained a placement in the given PhD Programme (with or without a study grant) and those who are admitted in the supernumerary category referred to in Art.6, will be published on the following webpage: <http://dottorato.unipi.it/> "Admission" by **September 30<sup>th</sup>, 2021**. The ranking is defined according to the overall score assigned to each candidate for the curriculum (including the research project evaluation, if any) and for the required exams.
2. In case of equal ranking:
  - a. for the study grant assignment, the lower personal and family income will prevail. The personal and family income is assessed upon the ISEE certification (Indicatore Situazione Economica Equivalente), valid by this call date of publication and issued on behalf of recipient, in compliance with d.p.c.m. n.159/2013;
  - b. assignment of placements without a grant: priority will be given to the youngest candidate.
3. **To avoid losing their placement**, successful candidates (with or without a grant) must register within **7<sup>th</sup> October 2021 h 1.00 (Italian Time)**. In the event of non-enrolment or waives, the available places will be reassigned. Please check the enrolment deadlines below:

	POSTING DATE	DEADLINE FOR ENROLMENT
I ROUND OF PLACEMENT ASSIGNMENT	<b>19 OCTOBER 2021</b>	BY H 1.00 <b>22 OCTOBER 2021</b>
II ROUND OF PLACEMENT ASSIGNMENT	<b>26 OCTOBER 2021</b>	BY H 1.00 <b>29 OCTOBER 2021</b>
III ROUND OF PLACEMENT ASSIGNMENT	<b>3 NOVEMBER 2021</b>	BY H 1.00 <b>8 NOVEMBER 2021</b>
IV ROUND OF PLACEMENT ASSIGNMENT	<b>11 NOVEMBER 2021</b>	BY H 1.00 <b>15 NOVEMBER 2021</b>
V ROUND OF PLACEMENT ASSIGNMENT	<b>18 NOVEMBER 2021</b>	BY H 1.00 <b>22 NOVEMBER 2021</b>
VI ROUND OF PLACEMENT ASSIGNMENT	<b>24 NOVEMBER 2021</b>	BY H 1.00 <b>26 NOVEMBER 2021</b>
VII ROUND OF PLACEMENT ASSIGNMENT	<b>30 NOVEMBER 2021</b>	BY H 1.00 <b>6 DECEMBER 2021</b>
VIII ROUND OF PLACEMENT ASSIGNMENT	<b>9 DECEMBER 2021</b>	BY H 1.00 <b>14 DECEMBER 2021</b>
IX ROUND OF PLACEMENT ASSIGNMENT	<b>17 DECEMBER 2021</b>	BY H 1.00 <b>21 DECEMBER 2021</b>

The list of follow-up candidates will be announced in the same way as the ranking list.

4. In case of non-registration or renunciation of a successful or eligible candidate, the following candidate in the ranking list will succeed, according to the dates assigned above. After 21 December 2021 and still within 31 December 2021, the ranking list proceeds only upon request of the PhD Council with no possibility for the PhD student to regain the study activities already done. In this case, the new placement assignment will be notified to the e-mail the candidate indicated in the application form.
5. Here following the documents to submit for the registration following the instructions that will be indicated at <http://dottorato.unipi.it/> - "Admission" by 30 September 2021:
  - a) the Regional tax (or the tax exemption certificate) and the revenue stamp payment receipt;

- b) the complete registration form of the documents therein;
- c) enrolment form
- b) in the case of non-Community recipients, a valid permit / residence card;
- c) in the case of recipients holding a university degree obtained abroad, the original of the qualification.

As an alternative to the enrolment without a grant, successful candidates should send a declaration of their will to waive the right to enrol without grant and to be interested only in the enrolment with grant in the event of any change in the ranking order. The declaration must be submitted as provided at <http://dottorato.unipi.it/> - "Admission" by 30 September 2021.

6. The candidate is required to provide correct e-mail address for any personal communication. The University is not held responsible for any loss of correspondence due to erroneous contact information, to any delay in notifying a change of address or to any disruption due to third party action.
7. The attendance to the PhD programme, with or without grant, requires an exclusive and full-time participation. To perform external job activities, an authorization is required, as provided for by the University of Pisa Doctoral Programme Regulation, art. 14.
8. PhD students in the medical and veterinary area can, on request, participate in the clinical-assistance activity at affiliated public health facilities, only because they are strictly functional to the research project and subject to the authorization of the teaching body.
9. For incompatibility between PhD Programmes and other degree programmes, please see the University PhD Regulations, Article 14, paragraphs 4 and 5, available at <https://www.unipi.it/phocadownload/regolamentiallegati/17regdori.pdf>.

## Art. 7

### SUPERNUMERARY ADMISSIONS

1. **For the admission in a supernumerary position**, candidates are required to submit the Annex B soon after the interview and no later than three days after at [concorsodottorato@unipi.it](mailto:concorsodottorato@unipi.it) "Dottorati di ricerca – Direzione "Servizi per la Didattica e gli studenti".
2. In case of non-registration or renunciation of a successful candidate or eligible candidate, the candidate enrolled in supernumerary will still have the possibility, in the case of his/her interest, to proceed with the ordinary enrolment to cover the place due, in compliance with of the order of the ranking, with or without scholarship, without prejudice to the observance of the sliding date indicated in the previous article.
3. Following a favourable opinion of the PhD Council, aimed also at verifying the compatibility of the working activity with the scope of the PhD Programme, the candidates who on **November 1<sup>st</sup>, 2021** meet the following criteria can be admitted in **supernumerary**, without grants:
  - to be holders of a research grant subject to verification of compatibility with the research topic and the doctoral degree programme; **or**
  - to have an official relationship with one of the following entities affiliated with the University of Pisa:
    - Centro Interforze Studi Applicazioni Militari della Marina Militare Italiana (C.I.S.A.M.) **only for PhD degree programme in Information Engineering;**
    - Centro di Supporto e di Sperimentazione Navale della Marina Militare (C.S.S.N.) (**only for PhD degree programme in Information Engineering**).
    - Azienda Ospedaliera Universitaria Pisana (AOUP) e IRCCS Fondazione Stella Maris.

Furthermore, admission is subject to the approval of the body they refer to. Said relationship must have a duration no lower than those of the PhD programme. In case c), eligible candidates must also earn not less than the PhD grant.

**or**

  - to be government employees or under a public law regime.

4. Eligible candidates admitted as supernumerary are allowed to enrol only after the approval of the PhD Council, as referred to in paragraph 1. The evaluation outcome will be notified to the e-mail inbox provided at the time of the online application submission, along with deadline and procedure to enrol in the event of positive outcome.

## Art. 8

### STUDY GRANT ALLOCATION

1. PhD grants are detailed in the annexed forms, being an integral part hereof. In the event of specific-topic related grants, PhD grant holders are required to carry out the doctoral activity on the specific research topic, as set out in the annexed form.
2. The PhD council decides, in accordance with the rank of order, the assignment of the grants to the entitled candidates and these grants will then be conferred upon the disposition of the empowered director at the end of the ranking procedures
3. In the event of waiver or non-enrolment of the successful candidate with grant, the available PhD grants will be reallocated following the candidates' ranking list as set in the above Art. 5. PhD grant waiver (including specific-topic related grants) will be considered as lack of interest in any grant allocation.
4. If a grant is financed by an external entity, the commitments provided for in the agreement for the PhD student are to be fulfilled.
5. Those who have already benefitted, even partially, from a PhD grant or equivalent programme at the University of Pisa or at any other Italian university cannot receive another PhD grant.
6. For the academic year 2021/2022, the total gross annual recipient amount of the PhD grant is € 15,343.28. The grant is allocated only in the event of non-existence of incompatibility, as provided for by applicable laws, including the University PhD Regulations, article 12, paragraph 8. Since the grant allocation starts from 1 November 2021, the non-existence of incompatibility must remain in force from that date (1 November 2021), also in the event of subsequent allocation after ranking scroll.
7. The University cannot anticipate any payments related to doctoral grants in case of loans or co-financing not assured by bank guarantees, on behalf of public and private entities. Therefore, the University will not pay the beneficiary for the sum to be paid by the external financier and not paid.
8. In the event of PhD grants "Pegaso Regione Toscana" (academic year 2021/2022) financed by the Regione Toscana with funds of the POR FSE 2021/27 within the Giovanisì Project ([www.giovanisi.it](http://www.giovanisi.it)) to help young people become independent, **in addition to the requirements listed in Art. 3**, Pegaso grant holders must meet the following criteria:
  - to be under 35 years of age by the time the application to the PhD degree programme has been submitted;
  - to be able to use the English language (comparable at least to the level B2); during the interview the Selection Committee will verify this knowledge Furthermore, the candidates must certify this knowledge (comparable at least to the level B2) before acceptance of the PhD grant "Pegaso";
  - to formally declare their availability to carry out an experience of study/research abroad for at least 6 months (for at least 12 months for international grant), and to be aware that **failure in carrying out the period abroad may lead to full grant withdrawal. Holder of a specific-topic related grant are exempted if a stay abroad is not applicable;**
  - (for a specific topic-related scholarship only) to formally declare their availability to carry out an experience of at least 3 months of training / research in an applicative context, such as a company, a public research institution, another public institution (non-university) and to be aware that failure in carrying it out may rise the entire study grant withdrawal by the Regione Toscana;

- to declare the availability to attend courses of soft skills and research and labour market know-how proposed during the three years period of the doctorate.

#### **Art. 9**

##### **CONTRIBUTIONS**

1. PhD students with or without grant are not required to pay the university tax but only the yearly regional tax.

#### **Art. 10**

##### **RESPONSIBLE PERSON FOR THE ADMISSION PROCESS AND HANDLING OF PERSONAL DATA**

1. The person in charge of the administrative procedure: Licia Del Corso.
2. According to the General Data Protection Regulation (GDPR) n.679/2016, personal data provided by the applicants will be collected by the University of Pisa with the purpose of coordinating the application process. These data will be handled also using automated processes in accordance with current laws referred to for all issues not specified within this call.

#### **Art. 11**

##### **ADVERTISEMENT OF THE CALL**

1. This call for the applications will be advertised at the following address: <http://dottorato.unipi.it/> "Admission" and electronically advertised at the Pisa University's site, at the European site of EURAXESS and at the Education Ministry site.
2. The call for the applications and the ranking of candidates will also be advertised on Pisa University's official website: <http://alboufficiale.unipi.it>.

The Rector  
Paolo Maria Mancarella