



[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 2022/2023 (38° cycle). The list of available programmes and grants is provided in the annexed forms. The number of grants may be increased following further available external funding. The increase of these grants will be formalized with Rector's decrees published on the page <http://www.unipi.it/concorsodottorato>.
2. In compliance with the Ministry Decree No.226/2021, the PhD Programmes can be activated after the ANVUR has verified the accreditation requirements. The admission tests can therefore be carried out once the reception of positive outcome of such verification
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 November of its first year and ends on the 31 October of its third year.

Art. 2

APPLICATION FOR ADMISSION

1. **In order to apply, candidates are required to:**
 - a. apply **online only by the mandatory deadline of August 8th, 2022, 1.00 pm (Italian Time)**, providing the requested data at www.unipi.it/concorsodottorato and at the end of the procedure, print out the submission final receipt and keep it as a proof of the correct online registration. The receipt also reports a "pre-registration number" which will be necessary for anonymously viewing the evaluation of the curriculum and the tests results on the web page [https://dottorato.unipi.it/index.php/it/;](https://dottorato.unipi.it/index.php/it/)
 - b. pay the application fee of **€ 30,00 by 8 August 2022** 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 has been made but not completed yet within the deadline, the candidate will be admitted under condition upon payment verification. If the fee payment has been made but not completed yet, the candidate will be admitted under condition upon payment verification. The admission fee cannot be

reimbursed except if the admission tests cannot be carried out for the reasons set out in paragraph 2 of article 1 of the call notice.

2. The list of admitted candidates will be published at <http://dottorato.unipi.it/> - "Admission", at least five days before the interview; within this deadline, the examining committee will meet to set the evaluation criteria for the curriculum and the interview; the evaluation results will be individually released to each candidate using the "pre-matriculation number" previously issued (see paragraph 1).
3. By 8 August, 2022 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 relevant 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. 3

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 2022 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 committee (valid only for the enrolment in the PhD programme) 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 programme. 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 affect 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 should be forwarded (only by the upload procedure) during the online application within the deadline (8 August, 2022, 1:00 pm, Italian Time).**
5. The University has the right to exclude at any time those candidates who do not fulfil the relevant requirements.

Art. 4

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 19 July 2022 at <http://dottorato.unipi.it/> - "Admission". **The tests will take place in the period between 1 and 19 September 2022.**
 3. 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 the exclusion, the candidate must abide, the Selection Committee'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 automatic 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. If specifically indicated in the call's annex, the interview can be held via videoconference for all admitted candidates or upon individual request.
 8. A candidate's failure to attend the exams or videoconference will be considered equivalent to resigning from the application process.
 9. Further notifications related to the selection procedures will be exclusively published at <http://dottorato.unipi.it/> - "Admission" by updating the Annex of the specific call for admission.
 10. The Selection Committee will be nominated for each degree programme according to Art.10 of the PhD regulations.
 11. The meetings of the Selection Committee 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 connection procedures, shall be entered in the meetings' minutes.

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.
 12. 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. 5

RANKING OF CANDIDATES AND ENROLMENT

1. The ranking list of admitted candidates highlighting those having 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 30th, 2022**. 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. Along with the ranking publication, the periods of study and research in the company and / or periods of study and research abroad relating to grants financed under the PNRR (Ministerial Decree no.351 / 2022 and Ministerial Decree no.352 / 2022) will be disclosed.
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, Art. 8;
 - 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 October 2022 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	13 OCTOBER 2022	BY H 1.00 17 OCTOBER 2022
II ROUND OF PLACEMENT ASSIGNMENT	20 OCTOBER 2022	BY H 1.00 24 OCTOBER 2022
III ROUND OF PLACEMENT ASSIGNMENT	27 OCTOBER 2022	BY H 1.00 2 NOVEMBER 2022
IV ROUND OF PLACEMENT ASSIGNMENT	7 NOVEMBER 2022	BY H 1.00 10 NOVEMBER 2022
V ROUND OF PLACEMENT ASSIGNMENT	14 NOVEMBER 2022	BY H 1.00 17 NOVEMBER 2022
VI ROUND OF PLACEMENT ASSIGNMENT	21 NOVEMBER 2022	BY H 1.00 23 NOVEMBER 2022
VII ROUND OF PLACEMENT ASSIGNMENT	25 NOVEMBER 2022	BY H 1.00 28 NOVEMBER 2022
VIII ROUND OF PLACEMENT ASSIGNMENT	30 NOVEMBER 2022	BY H 1.00 5 DECEMBER 2022
IX ROUND OF PLACEMENT ASSIGNMENT	7 DECEMBER 2022	BY H 1.00 12 DECEMBER 2022

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

4. In the event of failed registration or waive of an admitted or eligible candidate, the following candidate in the ranking list will succeed, according to the dates set above. After 21 December 2021 and still within 31 December 2022, the ranking list will be scrolled only upon PhD

Council's request; in the event of enrolment after the start of the activities (1 November 2022), the PhD student is not required to recover the study activities already performed. After 12 December and up to 31 December, the following candidates in the ranking list will succeed, only upon a motivated request by the PhD Council, without the recovery of the training activities already completed. In the latter case, the scrolling will be communicated to the e-mail address indicated by the interested parties in the application form.

5. Herewith the list of documents to be submitted for registration following the instructions at <http://dottorato.unipi.it/> - "Admission" by 30 September 2022:
 - 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 event of non-EU recipients, a valid permit / residence card. The enrolment of non-EU admitted candidates will be conditionally carried out, pending the presentation of the residence permit;
 - 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 intention 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 2022.

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.

Art. 6

SUPERNUMERARY ADMISSIONS

1. Following a positive opinion of the PhD Council, aimed also at verifying the compatibility of the working activity with the scope of the PhD Programme, the candidates meeting the following criteria on **November 1st, 2022** can be admitted in **supernumerary, without grants**:
 - holders of a research grant subject to verification of compatibility with the research topic and the doctoral degree programme; **or**
 - having 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.
 - to be government employees or under a public law regime.

2. **For the admission in a supernumerary position**, candidates are required to submit the Annex B, **no later than three days after the interview date**, at concorsodottorato@unipi.it “Dottorati di ricerca – Direzione “Servizi per la Didattica e gli studenti”.
3. 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.
4. In the event of waive or failed registration of an admitted or eligible candidate following a ranking list scroll, the supernumerary candidate will in any case have the possibility, if interested, to proceed with the ordinary registration for the assigned place, in compliance with the list sequence, (with or without grant), and with the scrolling dates set in the previous article. PhD students enrolled as supernumerary cannot be considered in the scrolling after the date of enrolment.

Art. 7

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 ranking order, the assignment of the grants to the entitled candidates and these grants will then be conferred upon the Director’s provision.
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 2022/2023, the total gross annual recipient amount of the PhD grant is € 16.243,00. 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. PhD grant, including those assigned by ranking list scrolling, will be regularly awarded from 1 November 2022, without prejudice to the specific provisions relating to Ministerial funding by PNRR.
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 if not paid yet.

Art. 8

CONTRIBUTIONS

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

Art. 9

PERSON IN CHARGE OF THE ADMISSION PROCESS AND OF PERSONAL DATA

1. The person in charge of the administrative procedure is Licia Del Corso.

2. According to the European Regulation (GDPR) 2016/679, personal data provided by candidates will be collected at the University of Pisa and processed for the purposes of managing the procedures referred to in this call. The processing of personal data will be automated and manual r and stored under applicable laws. The provision of data is mandatory and any refusal to provide such data results in the impossibility of carrying out the aforementioned procedures. Candidates will be able to exercise the rights governed by sections 2, 3 and 4 of Chapter III of EU Regulation no. 679/2016 (e.g. rights to information and access, rectification and cancellation, limitation and opposition to processing, portability of personal data), by emailing their requests to alicepostlaurea@adm.unipi.it. The information extended pursuant to the aforementioned Regulation is available at <https://dottorato.unipi.it/index.php/it/dottorandi/item/55.html> in the section "Personal data processing".

Art. 10

CALL PUBLICATION

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

The Rector
Paolo Maria Mancarella