



REGULATIONS GOVERNING VISITING PROFESSORS, VISITING RESEARCHERS AND VISITING FELLOWS

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Article 1 - Scope of application and general principles	1
Article 2 - Definitions	2
Article 3 - Granting of status	2
Article 4 - Duration of the visit	3
Article 5 - Rights and obligations connected to the status	3
Article 6 - Provision of financial support	4
Article 7 - Scientific results and intellectual property	4
Article 8 - Transitional and final provisions	5

Article 1 - Scope of application and general principles

1. Under these regulations, pursuant to the principles established by the European Charter for Researchers, Italian Law no. 240 of 2010 and its own Statute, the University of Ferrara shall promote internationalisation among its institutional objectives, recognising that it is part of the European Higher Education Area, whose principles and tools it shall adopt accordingly.
2. With the aim of developing an effective strategy of international cooperation, the University shall promote and encourage international exchanges of teachers and researchers and set rules for the admission and stay, at its own teaching and research facilities, of experts and scholars of a high scientific profile tied to a University, an institution or an international body, who are called upon to collaborate in order to enhance the quality of the University's research activities and educational offerings and to reinforce its network in the international arena.

Article 2 - Definitions

1. For the purposes of these regulations, the following meanings shall apply:
 - a) University: University of Ferrara;
 - b) public or private international institutions: universities, higher education, research and production bodies/institutions;
 - c) host department: the Department of the University of Ferrara where the activities of the scholars shall take place;
 - d) scholar: an individual who belongs to one of the following categories:
 - *Visiting Professor*: a tenured professor or person with high scientific qualifications belonging to an institution as per letter b) and who, also on the basis of specific international agreements concluded by the University, is asked to conduct teaching and/or research activity;
 - *Visiting Researcher*: a researcher or person with high scientific qualifications belonging to an institution as per letter b) and who, also on the basis of specific international agreements concluded by the University, is invited to conduct research activity at a department of the University itself;
 - *Visiting Fellow*: a young scholar called upon to conduct their research activity under the supervision of a teacher of the host department within the framework of international agreements or research programmes;
 - e) *Proposing teacher*: a University professor or researcher who invites scholars as per letter d) to conduct joint teaching or research activity.

Article 3 - Granting of status

1. The admission of a scholar shall be resolved upon by the Department Council.
2. The proposal of admission shall be submitted to the Department Council by the proposing teacher and shall include the following information:
 - a) the scholar's curriculum vitae, with a specification of the category to which they belong among *Visiting Professor, Researcher and Fellow*;
 - b) the institution to which they belong;
 - c) if applicable, references to the agreement or research programme on which their stay at the University is based;
 - d) the teaching activity entrusted to the *Visiting Professor*;

- e) any financial costs to be borne by the University;
 - f) the length of stay at the University, with an indication of the start and end dates of the visit.
3. The visiting status shall be recognised for the entire duration of the activity to be conducted at the University.
 4. At the end of the stay, also in the event of an early interruption should the scholar be unable to carry out all or part of the planned activities, the proposing teacher shall draw up a specific report to be submitted to the Department Council.
 5. The documents as per the previous paragraphs shall be sent by the Department administrative secretarial staff to the competent University office, so that a specific database may be set up for the purpose of collecting information and evaluating the scholar's activities.

Article 4 - Duration of the visit

1. The duration of stay of a Visiting Professor shall be between 30 days and one year with no interruption.
2. The duration of stay of a Visiting Researcher shall be between 30 days and one year and their presence need not be continuous.
3. The duration of stay of a Visiting Fellow shall be between 30 days and one year with no interruption.
4. The durations of stay specified above may be amended on the basis of specific agreements or research programmes.
5. The visit shall be deemed to take place at the host department, which shall bear responsibility for managing the accounting and administrative aspects of the visit, as well as for reception procedures.

Article 5 - Rights and obligations connected to the status

1. The scholar shall be obliged to:
 - a) carry out their activities according to the teaching and/or research programme approved by the host department;
 - b) abide by the provisions regarding workplace safety and database security, as well as those of the University's Code of Ethics and administrative and accounting system;
 - c) acquire adequate health insurance coverage for the duration of their stay at the University;

- d) draw up a scientific report on the research and/or teaching activity conducted during the period of their visit and submit it to the proposing teacher.
2. For the entire duration of stay, the host department shall guarantee the scholar:
 - a) coordination with the competent office for administrative assistance (residence permits);
 - b) logistical assistance and information support, as well as all hospitality services connected to the organisation of the visit;
 - c) suitable spaces and equipment for carrying out the planned activities;
 - d) an accident and third-party liability insurance policy;
 - e) access to the University's IT resources/libraries/laboratories;
 - f) scientific autonomy and freedom.

Article 6 - Provision of financial support

1. The visiting status shall not entitle the scholar to any remuneration and/or reimbursement of expenses by the host department, unless this is expressly provided for in the resolution of admission as per Article 3, paragraph 1 of these regulations.
2. The assignment to the scholar of teaching duties under contract shall be subject to the "Regulation on the conferral of contracts for teaching activities pursuant to Art. 23 of Law no. 240 of 30 December 2010 and teaching support assignments".
3. As regards the seminar activity assigned to the scholar, the *Linee guida operative per seminari, testimonianze d'aula, convegni-conferenze presso l'Università degli Studi di Ferrara* shall apply.
4. For any other assignments/activities, the relevant rules currently in force at the University shall apply.

Article 7 - Scientific results and intellectual property

1. All publications produced by the scholar within the framework of their collaboration with the University shall include explicit reference to the University of Ferrara and to the host department, even where the publication is produced jointly with other bodies or institutions.
2. The intellectual/industrial property rights arising from activities conducted by the scholar in the framework of their collaboration with the University shall be regulated in accordance with current legislation and the "Regulations regarding the protection of intellectual and industrial property of the University of Ferrara".

Article 8 - Transitional and final provisions

1. These regulations, issued by decree of the Rector, shall enter into force on the day after their publication in the University's Official Register. Starting from the same day, the regulations shall be available on the institutional website.