



**Università
degli Studi
di Ferrara**

IUSS

Istituto Universitario
di Studi Superiori
IUSS-Ferrara 1391

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**Open competition based on academic qualifications and examinations
for the admission to the
Research Doctorate Courses - XXXIX Cycle – Academic Year 2023/2024**

**DEADLINE for applications
9 OCTOBER 2023 AT 12.00 (ITALIAN TIME - CEST)**

Art. 1

Purposes of the announcement and general rules

An additional public competition is issued with reference to the announcement issued with Rector's Decree no. 903/2023 Prot no. 135966 dated 16 June 2023, based on academic qualifications and examinations for the admission to the following Research Doctorate Courses at the University of Ferrara – Cycle 39 – academic year 2023/2024.

The positions referred to in this announcement, in the first instance referring only to the PhD course in Advanced Therapies and Experimental Pharmacology, may be increased by means of a supplementary Rectoral Decree following additional available funding, also obtained from public research bodies or from qualified private structures, and/or as a result of positions with scholarships left vacant at the end of the competition procedures referred to in the ordinary call referred to above, without prejudice to the deadlines for submitting the application for admission. Should it occur a failure to complete the agreements with external institutions for the financing of scholarships and/or equivalent forms of research support, this will reduce the total number of ordinary places, even if they are indicated in the present announcement.

Any additions to this Call may concern any Doctoral Program with administrative headquarters at the University and accredited for the XXXIX Cycle.

The positions announced through this public notice, including the positions that will eventually become available through additions to this notice by the deadline thereof, are exclusively with scholarship. Positions without scholarships and/or positions reserved for specific categories of candidates are not foreseen or possible.

The number of positions referred to in this announcement may increase following further available funding, either from public research bodies or from qualified private institutions, without prejudice to the deadlines for submitting the admission application form.

Research topics, available positions, admission requirements, methods and criteria for selecting and evaluating candidates in order to make the rankings are indicated in the attached sheets which are an integral part of this announcement.

The available positions will be assigned according to the merit rankings referred to in art. 8 of this announcement.

Candidates with a qualification obtained abroad compete for the places announced on an equal footing with other candidates.

Research Doctorate Courses have a duration of three years, starting 1st November 2023.

The admission test calendar will be available at the web page:

<http://www.unife.it/studenti/dottorato/concorsi/commissioni>, after each PhD Course Boards of Professors will define them by the deadline of the present announcement, and promptly published.

This announcement has the value of a notification in all respects.

Any changes, updates or integrations of this announcement contents will **exclusively** be published at the link: <http://www.unife.it/studenti/dottorato/concorsi/ordinario>.

Failure to comply with the rules contained in this announcement will result in exclusion from the competition.

Any personal communications to candidates relevant to this competition will be sent via e-mail. The e-mail address written by the candidate in the registration procedure referred to in art. 4 will be the one used for all communications.

The University takes no responsibility for the loss of communication resulting from inaccurate indications of personal contact details by the candidate, from failure or late communication of their change or from postal or telematics errors.

This announcement is drawn up in Italian and English in compliance with the provisions of current regulations on the matter, and with the Ferrara University Regulations.

Art. 2
Admission Requirements

Applicants, without any limitation of age nor citizenship, must hold one of the following qualifications before this announcement deadline:

- a) An Italian degree known as "Laurea specialistica/magistrale" or a degree awarded prior to approval of Ministerial Decree D.M. n. 509 of 3 November 1999, updated with D.M. n. 270 of 22 October 2004, n. 270 as well as second level academic titles (second level Masters) or their equivalent;
- b) An equivalent foreign academic qualification awarded abroad considered equivalent to the titles on the fields as per letter a).
- c) An equivalent foreign academic qualification awarded abroad considered equivalent to the Italian degree in terms of duration, level and area of study, in the fields as per letter a) and evaluated as adequate to this announcement.

Candidates who will achieve the necessary requirements for accessing the doctorate within **November 1st 2023** are also accepted. Should this be the case, applicants must inform IUSS Office via e-mail at dottorato@unife.it by **November 1st 2023**, sending a declaration with the specifics of the degree and the degree achieved.

In the attached sheets, that are an integral part of this announcement, candidates find for each research doctorate course the titles that are requested in order to participate in the call and any further requirement.

All candidates are admitted to the selection procedure, subject to verification of the self-stated declarations, as per DPR no. 445/2000 and following amendments and integrations. The University can make such verifications about the truthfulness of the declarations at any time during the evaluation and selection procedure, and also after the doctorate courses began, and request the submission of original documents.

The University may, at any time and by order of the Rector, exclude candidates who do not meet the admission requirements from the selection process.

Those already enrolled on the same doctoral Course cannot apply for admission.

Art. 3
Degrees awarded by foreign Universities

The eligibility of a degree awarded by a foreign university will be decided by the Selection Committee for the sole purpose of the admission to the doctorate, in accordance with the relevant Italian Law and with the Law of the country in which the degree was awarded, and in accordance with international treaties and agreements regarding the proof of recognition of qualifications.

The submission of online applications automatically implies the recognition of the eligibility of the degree awarded abroad. Applicants should therefore attach to their application the following documents:

- a) Certificate or transcript containing a full academic record of the candidate's career, including marks from all years. EU citizens may submit a self-declaration certifying the possession of an academic qualification, according to DPR n. 445/2000 and subsequent amendments and additions;
- b) In case the aforementioned documents are not in Italian or English, the applicant must provide a translation under the responsibility of the candidate;

- c) Any other document that could be useful to the Selection Committee for the evaluation of the candidate's degree. (Diploma Supplement, for candidates holding a degree awarded in an EU country, such as; "Dichiarazione di Valore in loco" (declaration of value), issued by the Italian Authorities in the Country in which the degree was awarded, for applicants holding a degree awarded in a NON EU country; etc.).

Art. 4 **Domanda di ammissione alle selezioni**

The application form for admission to the selection procedure, including all mandatory documentation, must be drawn up and sent, under penalty of exclusion, **within 9 October 2023 - ore 12,00 (Italian time - CEST)** using exclusively the appropriate **online procedure**, available at the following link: <https://pica.cineca.it/unife/>

Full information for registration and access to the procedure are available at the links:

<https://www.unife.it/studenti/dottorato/it/concorsi/concorso-straordinario-per-l2019ammissione-ai-corsi-di-dottorato-di-ricerca-2013-39deg-ciclo> - Istruzioni di compilazione "*Help_39.pdf*"

Applicants can access the procedure for submitting the admission application also using SPID (Public Digital Identity System). This procedure is available only for applicants already living in Italy. You can do so by choosing the University of Ferrara from the page of the available federations.

The application is completed by entering the requested information and attaching the documents indicated in the reference form of the course applicants are interested in.

Files must be in pdf-Adobe format only: maximum size 30 Mb for each attachment.

Files must be named with a number, surname, name, file name. For example: 1_surname_name_curriculum.pdf. Should there be files with more pages, add a number at the end, i.e.: 1_surname_name_curriculum_2.pdf

The application must contain the candidate's personal data, the residence, phone number, e-mail address, and the citizenship.

For all legal purposes the application is to be considered as a self-certification, pursuant to articles no. 46 and 47 of the Italian Presidential Decree 445/2000 and subsequent amendments, for all the data contained in the application and in all the enclosed documents.

Once the application has been completed and submitted, candidates will receive an email to confirm the submission process finished and they will receive an identification code, which is essential for any communication with CINECA and the IUSS Office.

It is the candidates' responsibility to verify the correct procedure conclusion. Complaints will not be accepted for any malfunctions of the computer system due to overloads near the deadline.

Applications that at **12.01 (Italian time - CEST) on 9 October 2023** are incomplete in the compilation and/or in the mandatory attachments will be excluded.

In no case, additions to the documentation will be accepted after the deadline for the call.

Candidates wishing to participate in the competition for more than one doctoral course must submit an application for each course and attach the required documentation for each application.

Candidates are invited to complete the application for participating in the competition well in advance of the deadline for participating in the competition.

Art. 5 **Support for candidates with disabilities or with specific learning difficulties (SLD)**

People with disabilities and/or with Specific Learning Disorder (DSA) will be able to report their needs, which will be taken into account in the organization of the oral test.

Requests must be received by candidates who have applied for admission to the competition, by sending an email to the Inclusion Policy Coordination Office (servizio.disabilita@unife.it) and a copy to the IUSS – Doctorate Office research (dottorato@unife.it) indicating the aids required for carrying out the tests and attaching one or more accepted certifications, referred to in the following paragraph, in pdf format. The certifications must be legible and complete with every page.

Admitted certifications

According to Law no. 104/1992 (and its eventual changes and additions) and Law no. 170/2010 (and its eventual changes and additions) applications will be admitted with at least one of the following certifications:

- Valid certificate of disability, issued by the competent medical commission pursuant to Law no. 295/1990;

- Valid certification of handicap, issued by the competent medical commission for the local Health Service, pursuant to Law no. 104/1992;
- SLD diagnoses issued by the National Health Service or by specialists accredited by the Region. Certifications must be issued no longer than 3 (three) years from the expiration date of the present call, or must be issued after the Candidate turned 18;
- Other certifications that the Italian law make equal to the above mentioned certifications.

Candidates must upload the certifications that **must be readable and complete in each and all pages**.

Once the Candidates complete the registration procedure for the enrollment in the selection, they have to open a ticket on SOS ([sos.unife.it](https://www.unife.it/sos)) - Settore Servizio Disabilità e DSA – and write the registration number they received for their procedure. The ticket must be open within the Call expiration date.

Candidates with disabilities or with SLD, who are resident in foreign countries

Candidates with disabilities and/or with SLD who are resident in foreign countries, who intend to use the aids or the compensatory measures, must submit – according to the above procedure – a certification to certify the disability or SLD issued in the country where they are resident. They must attach a sworn translation of the certificate in Italian or English.

Evaluation of requests and granting of aids or compensatory measures for Candidates with disabilities or with LSD

The requests by Candidates with disabilities and/or SLD will be accepted with reserve and will be evaluated by the Coordination of Inclusion Policies – Disability and SLD Service – after hearing the possible opinion of experts in the field of disabilities and SLD.

It will be the responsibility of the IUSS Office to communicate to the Candidates which aids or compensatory measures will actually be granted.

The University reserves the right not to provide aids or compensatory measures if the presented medical documentation is expired, unsuitable or received after the enrollment deadline.

Art. 6 Admission procedure

Selection procedures are shown in each enclosed description sheet, which form an integral part of this announcement and are published on the following web page:

<https://www.unife.it/studenti/dottorato/it/concorsi/concorso-straordinario-per-l2019ammissione-ai-corsi-di-dottorato-di-ricerca-2013-39deg-ciclo>

The evaluation of qualifications and the interviews will be held within **23 October 2023**.

Before the notice deadline, a timetable regarding the selection will be published at the following web page:

<https://www.unife.it/studenti/dottorato/it/concorsi/straordinario-date-e-luoghi-per-il-colloquio-dates-and-locations-for-the-interview>

The timetable regarding the selection procedure is the official notification. **Candidates will not receive any personal notice about the selection procedures.**

Applicants do not have to attend the meetings regarding the evaluation of qualifications.

The evaluation committee has a total of **80 points** at its disposal.

Evaluation criteria, including the minimum requirements for admittance to the interview, are outlined in each description sheet.

The evaluation of qualifications results and the admission to the interview will be published on the web page:

<https://www.unife.it/studenti/dottorato/it/concorsi/esiti-concorso-straordinario-39>

In order to participate to the interviews, applicants must provide and show a valid passport or other ID at the indicated venue and date. More information in this regard will be available at the following page:

<https://www.unife.it/studenti/dottorato/it/concorsi/straordinario-date-e-luoghi-per-il-colloquio-dates-and-locations-for-the-interview>

Oral tests can be carried out in a language other than Italian, only and exclusively if established in the information-form related to the chosen doctoral course.

Each judging committee will provide the oral tests calendar, which will be published at the following link:

<https://www.unife.it/studenti/dottorato/it/concorsi/Bando%20aggiuntivo>

In order to be admitted to the research doctorate course, the applicant must obtain a final score of at least 60 points. The final score is the sum of the points given during the assessment of qualifications and the interview. In the case of scholarships concerning a specific research topic, the examiners will evaluate the suitability of the candidate to enter the doctoral course, together with the suitability of the candidate for the specific research theme.

Art. 7 Selection Commission

The Selection Commission is appointed by the Rector and is composed in accordance with the provisions of art. 16 of the Regulations of Research Doctorates of the University of Ferrara, issued pursuant to the Ministerial Decree, 14 December 2021, n. 226.

Each individual Commission composition will be published by this announcement deadline at the following address: <https://www.unife.it/studenti/dottorato/it/concorsi/commissioni-commissions-bando-39-straordinario>.

The Judging Commission will not send any personal communication to the candidates regarding the outcome of the competition procedure: it is the sole responsibility of the candidates to inform themselves as described in art. 7 and 10 of the present announcement.

Art. 8 Ranking list

After the approval of the competition proceedings, the ranking lists will be available online at the following web page: <https://www.unife.it/studenti/dottorato/it/concorsi/esiti-concorso-straordinario-39>.

Publication of the ranking list will be the only official means of communication of the results, therefore **NO PERSONAL COMMUNICATION WILL BE SENT TO ADMITTED CANDIDATES.**

For positions with scholarships on a specific topic, the ranking is parallel and independent to the general ranking, and is determined for each position by the score assigned by the Commission to candidates suitable for carrying out the specific research topic.

In the event that the candidate is the winner in multiple rankings, you will have to opt for only one doctoral course. The choice of doctoral course, made at the time of enrolment, **is final** and it will not be possible to modify it in any way.

Art. 9 Course Admission

Candidates are admitted to the Doctoral Course after the approval of the selection proceedings, according to the order of the respective ranking list, until the number of positions included in the competition announcement is completed.

Admission to places covered by a scholarship or equivalent form of funding for specific topics, admission will take place according to the order of the ranking, with respect to the ascertained suitability for carrying out the research object of the funding.

Failure to complete the enrollment entails forfeiture of the right to be admitted to the Course. In this case, the vacant positions are assigned to those who hold a useful position in the merit ranking.

In the event of equal marks, other criteria will be taken into consideration and applied:

- for positions covered by scholarships - evaluation of economic income prevails (refer to the Italian procedure called **ISEE, deadline January 15th, 2024**);
- For positions not covered by scholarships - the youngest candidate will prevail.

For the reserved positions, the examination Committee will make a separate ranking list, depending on the types of reserved positions.

If a candidate is successfully included in different ranking lists, he/she must choose only one Doctoral Course.

In the case of withdrawal within a month of the beginning of the first year, this position becomes vacant and will be assigned to those applicants who have a place in the ranking list considering, if necessary, the specific field of research associated with the scholarship.

Admission to all positions with a scholarship or equivalent funding deriving from departmental funds and / or funds made available by external entities is conditional on, and subject to, the audits following the formalization of the financing.

Art. 10 Course Enrollment

Winning candidates must enrol via online procedure, following the enrolment instructions for winning candidates that will be available on the web page:

<http://www.unife.it/studenti/dottorato/concorsi/>

The deadline for enrolments is set mandatorily on October 31st, 2023 – h. 12.00 a.m. (Italian time - CEST).

No other enrolment method other than the one indicated will be accepted.

The enrolment application will be considered completed only after submission of all the documents listed in the enrolment guide.

Those who do not regularize their position within the deadline will be considered RENOUNCERS to all intents and the vacant positions will be assigned to other candidates, according to the order of ranking.

Art. 11 Replacements

Eligible Candidates that are not winners may state their interest in covering any places that may not be taken by winner candidates by filling-in the **REPLACEMENT FORM** and sending it via email to dottorato@unife.it, **within October 31st, 2023 – h. 12.00 a.m. (Italian time - CEST)**. The replacement form is downloadable at this [link](#).

Those who do not comply with the replacement procedure will not be admitted to the reserved list.

Anyone entitled to take over will receive appropriate communication regarding the possibility and terms of enrollment by the IUSS Office.

Art. 12 Scholarships

Excluding what may be specified by particular agreements for Ph.D students' internationalization the annual gross amount of the University of Ferrara scholarship is € 16.243,00 and is subject to National Social Security contributions. Fiscal matters regarding scholarships are regulated by art. 4 Law 13th August 1984, n. 476.

The amount of the scholarship is increased by 50% for any period abroad up to a maximum of 12 months. This period is extended up to a maximum of 18 months for doctorate Courses that are co-supervised with foreign Institutions or activated under the Universities regulatory framework on courses accreditation.

The payment of the scholarship is monthly-delayed instalments.

Scholarships are granted annually and may be renewed every year for the entire duration of the Course as long as the Ph.D. student passes the annual test, which is assessed by the Academic Board, according to art. 19 of the regulations about Ph.D. of the University of Ferrara, and according to the internal regulations of each course.

In case of withdrawal or decadence within a month of the start of the courses, the Ph.D. student has no right to the first instalment of his/her scholarship, nor to any other form of funding.

The scholarship cannot be combined with any other scholarship, research fellowship or any equivalent funding, except those envisaged to supplement the scholarship for the training and research activities of the doctorate student at Unife and abroad.

Anyone who already benefited from a scholarship for a doctorate program, even if only partially, cannot apply for a fellowship a second time.

In the case of scholarships not awarded to competition winners, the same will be awarded to eligible candidates according to the order of the relative ranking.

Please refer to Chapter V (Rights and duties of doctoral students) of the University Regulations for PhD programs

for further provisions on the subject.

Art. 13
Ownership of results and confidentiality

Intellectual and industrial property rights on the results possibly achieved by the doctoral student, including, by way of example and not limited to, software, patentable or non-patentable industrial inventions, know-how, models, data and data collections, are regulated in accordance with current legislation and the University regulations and possibly, based on what is established in the individual agreements with the Universities, Companies or Bodies involved.

The doctoral student who realizes that he has achieved an invention is obliged to immediately inform his supervisor or, failing that, to the director of the relevant structure, who, from that moment on, will be bound by confidentiality obligations and will have the obligation to inform the University Technology Transfer Sector without delay to proceed with the evaluation of the inventive results and appropriate protection actions.

Candidates who compete for places with scholarships on a specific topic undertake to accept the provisions relating to intellectual property agreed in the Agreement between the University and the funding body.

In any case, the doctoral student is guaranteed the possibility of carrying out the ordinary publication activities foreseen by the training course, which must be planned in a manner compatible with the protection of any results.

Art. 14
Enrolment Fees

Candidates enrolled in Research Doctorate Courses holding a Scholarship or any other kind of financial support – such as those enrolled in the Ph.D. Course with Industrial Doctorate, Salary Keep or High Apprenticeship programmes - must pay the tuition fees outlined in the table below:

Regional contribution	140,00 €
Stamp duty	16,00 €
Insurance	12,00 €
University contribution	270,00 €
Total annual amount	438,00 €

First year fees are payable in the instalments outlined below:

I Instalment: At the time of enrolment	28,00 €	Stamp Duty - 16,00 € Insurance - 12,00 €
II Instalment: within 31/01/2024	240,00 €	Regional contribution-140,00 € Contribution - 100,00 €
III Instalment (*): within 15/05/2024	170,00 €	Contribution - 170,00 €

Reductions can be applied to Candidates holding a Scholarship, in case of particular income conditions (exemption from payment of the third installment). For further information, PhD Students will contact the **Ufficio Diritto allo Studio Studentesse e Studenti** through the SOS Online System.

Web-site: <https://www.unife.it/it/iscriviti/tasse/post-laurea/dottorato>

The above-mentioned amounts may be subject to variations in subsequent years. In the event of renunciation of studies, forfeiture or exclusion, the PhD student who enrolled **is not entitled, under any circumstances, to the refund** of the paid contributions.

Art. 15
Personal Data Protection

Personal and sensitive data provided by candidates will be used for administrative purposes and for possible proceedings for the management of the academic career of the winners only.

Il trattamento dei dati avverrà nel rispetto delle disposizioni del Regolamento Europeo 2016/679 relativo alla protezione delle persone fisiche con riguardo al Trattamento dei Dati Personali, nonché alla libera circolazione di tali dati (GDPR).

Communication of the requested personal data is mandatory in order to evaluate the participation requirements, under penalty of exclusion from the competition.

The personal data provided by candidates may be communicated to the offices for the correct fulfillment of the indicated purposes.

According to the EU GDPR,

Data Controller is Università degli Studi di Ferrara, in Via Ariosto, 35, Ferrara – Email: rettore@unife.it, PEC (Certified E-Mail): ateneo@pec.unife.it;

The appointed Data Protection Officer is Lepida S.c.p.A., located in Bologna, Via della Liberazione 15, E-mail: dpo_team@lepida.it, PEC: segreteria@pec.lepida.it.

In order to pursue the aims mentioned in this announcement, Personal data can be transferred to the appointed Responsible of Data Treatment: Cineca Consorzio Interuniversitario, located in via Magnanelli 6/3 - 40033 Casalecchio di Reno (BO).

Art. 15
Cross-Reference Norms

For anything not covered in this announcement, the present norms and regulations regarding Research Doctorates apply.

The person responsible for the procedure regarding the competition in this announcement is the Coordinator of the "Ufficio IUSS".

This competition announcement is available on the University of Ferrara website:

<https://www.unife.it/studenti/dottorato/it/concorsi/concorso-straordinario-per-l2019ammissione-ai-corsi-di-dottorato-di-ricerca-2013-39deg-ciclo>.

The Rector
Laura Ramaciotti