

**Public Competition Announcement
for PhD programmes 33th cycle
academic year 2017/2018**

Art.1 – INSTITUTION

The Free University of Bozen/Bolzano (unibz) announces a public competition, by examination and/or qualification, for the admission to the following PhD programmes of the 33th cycle, starting from the academic year 2017/2018:

GENERAL PEDAGOGY, SOCIAL PEDAGOGY, GENERAL EDUCATION AND SUBJECT DIDACTICS (PED)

Duration: 3 years

Scientific areas:

- M-PED/01 – General and social pedagogy
- M-PED/02 – History of education
- M-PED/03 – General teaching and special pedagogy
- SECS-S/05 – Social statistics
- M-DEA/01 – Ethno-anthropological disciplines
- M-PSI/01 – Generale psychology
- L-LIN/14 – Language and translation - German
- L-FIL-LET/09 – Romance philology and linguistics
- M-GGR/01- Geography

Official course languages: Italian, English and German

A public competition for the allocation of:

- 16 places is announced of which 13 places will be covered by grants*

COMPUTER SCIENCE (INF)

Duration: 4 years

Scientific areas:

- INF/01 – Computer science
- ING-INF/05 – Information processing systems

Official course language: English

A public competition for the allocation of:

- 13 places is announced of which 10 will be covered by grants*

MOUNTAIN ENVIRONMENT AND AGRICULTURE (MEA)

Duration: 3 years

Scientific areas:

- AGR/01 - Agricultural economics and rural appraisal

- AGR/03 - Arboriculture and fruitculture
- AGR/04 - Vegetable and ornamental crops
- AGR/05 - Forest management and silviculture
- AGR/08 - Agricultural hydraulics and watershed protection
- AGR/09 - Agricultural machinery and mechanization
- AGR/11 - General and applied entomology
- AGR/12 - Plant pathology
- AGR/13 - Agricultural chemistry
- AGR/15 - Food science and technology
- AGR/19 – Animal science
- BIO/03 - Environmental and applied botany
- CHIM/06 – Organic chemistry
- BIO/07 – Ecology
- IUS/03 – Agri-food law
- GEO/04 – Physical geography and geomorphology

Official course language: English

A public competition for the allocation of

- 9 places is announced of which 7 will be covered by grants, 3 places reserved for students of foreign countries receiving already a scholarship.*

SUSTAINABLE ENERGY AND TECHNOLOGIES (SET)

Duration: 3 years

Scientific areas:

- ICAR/01 - Hydraulics
- ICAR/02 – Hydraulic and marine constructions and hydrology
- ING-IND/08 – Fluid machinery
- ING-IND/10 - Thermal engineering and industrial energy systems
- ING-IND/11 - Building physics and building energy systems
- ING-IND/13 - Applied mechanics
- ING-IND/14 - Mechanical design and machine construction
- ING-IND/15 - Design methods for industrial engineering
- ING-IND/16 - Manufacturing technology and systems
- ING-IND/17 - Industrial mechanical plants
- ING-IND/24 –Fundamentals of chemical engineering
- ING-IND/32 - Power electronic converters, electrical machines and drives
- ING-IND/35 - Business and management engineering
- ING-INF/04 – Systems and control engineering
- MAT/05 - Mathematical analysis
- MAT/07 - Mathematical physics
- FIS/06 - Physics of the Earth and of the circumterrestrial medium

Official course language: English

A public competition for the allocation of

- 14 places are announced of which 13 will be covered by grants*

FOOD ENGINEERING AND BIOTECHNOLOGY (FEB)

Duration: 3 anni

Scientific areas:

- AGR/09 – Agricultural machinery and mechanization
- AGR/13 – Agricultural chemistry
- AGR/15 – Food science and technology

- AGR/16 – Agricultural microbiology
- CHIM/10 – Food chemistry
- ING-IND/10 – Thermal engineering and industrial energy systems
- ING-INF/01 - Electronics

Official course language: English

A public competition for the allocation of

- 11 places is announced, of which 9 will be covered by grants*

MANAGEMENT AND ECONOMICS (ECON)

Duration: 4 years

Scientific areas:

- AGR/01 - Agricultural economics and rural appraisal
- SECS-P/01 – Economics
- SECS-P/02 – Economic policy
- SECS-P/03 – Public economics
- SECS-P/05 - Econometrics
- SECS-P/06 – Applied economics
- SECS-P/07 – Accounting
- SECS-P/08 – Management
- SECS-P/10 – Organization and Human Resource Management
- SECS-P/11 – Financial Markets and Institutions

Official course language: English

A public competition for the allocation of

- 7 places is announced, of which 6 will be covered by grants*

Details for each programmes referred to in this article, such as research areas, possible research projects and their supervisors, study programmes, admission requirements, procedures and criteria for the choice and evaluation of applicants ranked can be found in the [appendices, which are integral part of this announcement](#)

The PhD programmes are due to commence on **November 1st 2017**.

This announcement is valid as the means of public notification to all intents and purposes. However, any changes, updates or supplements will be released **exclusively** through the university web page of the PhD program.

According to the D.M. 45/2013, all PhD programs are subject first to an accreditation process, and they depend on the evaluation of the ANVUR (National Evaluation Agency for the university and its research activity) which verify if the accreditation requirements comply with the rules. Winners can enrol only if the ANVUR's evaluation is positive.

*The places covered by grants can be increased in the event that further funding is available from other universities, public research institutions or qualified private companies who are willing to provide funds after the publication of this call but before the applicants' qualifications have been evaluated. Notification about this increase will only be announced on the university webpage unibz on the PhD programs. Who wish to be considered eligible for any additional grants which will fund specific projects, must make a specific request to the Evaluation Committee before the selection process so that they can also evaluate the applicant in this specific case.

Art. 2 – ADMISSION REQUIREMENTS

All citizen, regardless of sex, age and nationality may apply to be admitted to a PhD:

- Applicants holding a postgraduate degree as per Italian Ministerial Decree no. 509/1999, a postgraduate degree as per Italian Ministerial Decree no. 270/2004, a degree of the former Italian university system, or an equivalent degree obtained abroad;
- Applicants achieving one of the above mentioned titles within October 31st every year. In this case candidates will be admitted conditionally to the selection procedure **and they must produce the degree certificate within the enrolment's deadline. If not, their application is considered null and void.**

All applicants are eligible for selection, subject to verification of self-certified statements pursuant to Presidential Decree no. 445/2000 and subsequent amendments and additions. In the event of a false declaration, the university may order at any time, by order of the Rector, the exclusion of applicants from the selection process or from the PhD programme, without prejudice to the criminal liability arising therefrom.

Qualifications gained abroad which have not been officially recognised as equivalent to an Italian degree

Given the material presented, the Evaluation Committee will evaluate the equivalence to an Italian postgraduate degree, which will be valid only for this particular PhD competition. These applicants will be **admitted to the selection procedure conditionally** and will be excluded from the PhD programme if it becomes evident that the qualification is not consistent with the requirements listed in this announcement and thus, the applicant will not be able to enrol for the PhD programme.

The declaration of equivalent value

Applicants with a foreign qualification must certify that their qualification would grant them entry to a similar university course in the country where they achieved this qualification.

For that reason they must:

- apply for the "dichiarazione di valore" (declaration of equivalent value) at the Italian consulate or embassy abroad (the declaration must be applied as soon as possible since consulate or embassy can take a long time to process the request)
- upload the declaration within the enrolment's deadline in the application portal.

Art. 3 – APPLICATION FOR ADMISSION TO THE PUBLIC COMPETITION

Applications to the selection procedure can be submitted from the date of the announcement of the public competition.

Each application is subject to a payment of 30€ for administrative expenses. This *contribution fee* cannot be reimbursed under any circumstances.

Following steps are required for admission:

1. Registration in the enrolment portal on <https://aws.unibz.it/exup/>
2. Online pre-enrolment through this portal, loading a valid **ID** (passport or identity card) and the following documents in digital format:
 - **COLOUR PHOTO** (passport size, 5:4, min. 290x230, max. 100 KB, jpg recommended)
 - **RECEIPT** of the *contribution fee* of 30 €*
 In order to pay contribution fee to access the selection procedure, please sign up in the following link and choose a preferred payment method (bank transfer or by credit card):
<https://ebms.public.scientificnet.org/emc00/register.aspx?OrgCode=20&EvtID=10438&AppCode=REG&CC=117030703651>
 - **MOTIVATIONAL LETTER** (as a PDF file, no longer than one side of typed A4). For the PhD programme in Management of Economics a **research exposé** is requested instead of the motivational letter

- **DEGREE CERTIFICATE/EXAM TRANSCRIPT** (in case of Italian university titles the certification MUST be substituted by a self-declaration or by the Diploma Supplement)
 - **CURRICULUM VITAE** (see the appendices of each programme for details)
 - **LANGUAGE CERTIFICATES** (in case of Italian public institutions, the certificates MUST be replaced by a self-declaration - see the appendices of each programme for details)
 - **LIST OF PUBLICATIONS** (with the respective links, if available)
 - **REFERENCE LETTERS** (if available)
3. Check regularly the application portal, due to notifications of missing or wrong documents
4. Application must be completed by **July 3rd 2017**.

Be careful: Entering the application online is the SOLE possibility to access the selection for a phd programm. Applications without compulsory titles or incomplete are null. Applications or documents sent via e-mail will not be taken into consideration. Also uploading the receipt of payment is compulsory, applications without this document will not be checked and are invalid.

ATTENTION:

Applicants holding the required qualification have to upload the following documents in the application portal:

- if the qualification was awarded in Italy: diploma supplement or self-declaration issued as per D.P.R. no. 445/2000 concerning holding a degree, containing the list of exams sat, their marks and pass date, the number of credits, the scientific subject sectors, the name of the university which issued the title, the date and the final mark.
- if the qualification was awarded abroad (equivalent to an Italian postgraduate degree) which has not yet been recognized as equipollent to an Italian degree: diploma supplement or certificate of the foreign qualification (which should be translated into English if it is in a language other than Italian, German or English), containing the list of exams sat, their marks and pass date, the number of credits and the total number of hours per course, the date stated on the diploma and the final mark.

Applicants not holding the required qualification yet, have to upload the following documents in the application portal:

- If the university is Italian:
Self-declaration issued as per D.P.R. no. 445/2000 concerning holding a degree, containing the list of exams sat, their marks and pass date, the number of credits, the scientific subject sectors, the name of the university which will issue the title and the date of the final exam.
- In case of a foreign university:
Exams certificate (which should be translated into English if it is in a language other than Italian, German or English), containing the list of exams sat, their marks and pass date, the number of credits and the total number of hours per course, the name of the university which will issue the title and the date of the final exam.

Attention: It is recommended that applications are completed and entered to the portal as soon as possible. It is also recommended to control regularly the status of the application in the portal. The application should be entered at least 3 days before the deadline to make sure that it is complete and in order to have time to change or integrate it. No incomplete application will be considered and accepted after July 3rd 2017. Applicants should check the status of the application anytime in the on-line portal.

All applicants are admitted to the competition conditionally until the requirements for admission have been completely verified. The Free University of Bozen/Bolzano have the right to check by sampling (according to the provisions of art. 71 and subsequent of Presidential Decree no. 445/2000). The exclusion of applicants who do not have the requirements as per this announcement can be excluded any time for justified reasons by the Rector.

Art. 4 – SELECTION PROCEDURE

The selection procedure, the specific admission requirements and the dates of the examinations are mentioned in the descriptive appendices for the individual PhD programmes, which are an integral part of this announcement and are published in the university web pages of the PhD programs.

To take the examination, applicants must be present at the university's premises, on the date and at the time indicated in the dossiers, with an acceptable forms of identification.

Applicants who are permanently resident abroad, if and only if explicitly mentioned in the appendices for the chosen PhD programme, can sit the oral examination using audio and video teleconference facilities via the internet (e.g., Skype, Adobe Connect). In this case the applicants must ensure that they use a proper webcam to allow the Evaluation Committee to clearly identify them.

Art. 5 – EVALUATION COMMITTEE

Each committee consists of three members chosen from tenured professors and university researchers who are experts in the scientific areas of the PhD Research Programme. The Committee may also include up to two experts, Italian or foreign, from public and private corporations or research institutes.

The President of the Evaluation Committee will be the most senior Full Professor; in the event of equal ranking, the oldest professor. In the absence of Full Professors, the President will be the most senior Associate Professor; in the event of equal ranking, the oldest professor. For every member of the Evaluation Committee, the PhD Course Committee will appoint a reserve member.

Once the entrance examinations are completed, the Evaluation Committee will draw up a ranking list, based on the number of points the applicants obtain from the various examinations, and then publish said information in the university web pages of the PhD programs.

Art. 6 – ADMISSION TO THE PHD PROGRAMME

Applicants will be admitted to the PhD programme according to the ranking list until all available places have been filled.

The ultimate ranking lists will be published on the university web pages of the PhD programs. The mentioned **publication is considered the official notification**.

If a successful applicant does not enrol or withdraws before the course enrolment date, the next applicant on the ranking list will be offered the place.

If a successful applicant withdraws or is excluded during the first quarter of the first year of the course, the PhD Course Committee may decide to fill the vacant place with the next applicant on the ranking list.

Art. 7 – ENROLMENT PROCEDURE

In order to enrol, the admitted applicants according to each ranking list need to:

1. PAYMENT OF THE UNIVERSITY FEES (159,50 €)

2. CONFIRMATION OF YOUR STUDY PLACE:

in the enrolment portal, choose the Phd programme and upload **the payment receipt** (to confirm the study place). Please note that payment will only be accepted once the receipt has been uploaded.

Deadlines	From	To (no extension!)
Students with grant	August, 7th 2017	August, 21st 2017
Students without grant	August, 23rd 2017	September, 5th 2017

If you do not meet this deadline, you will automatically lose your study place which will be offered to the next applicants in the ranking list.

Please note that payment does not allow you to get the student status, which will be acquired upon enrolment. If you have a confirmed study place but you do not enrol on time, there will be no refund of the university fees unless you do not pass your university final exam or, in the event of non-EU applicant's resident abroad, you do not receive the necessary documents from the Italian authorities in your country.

3. ENROLMENT:

in the application portal enrol online.

Deadline	From	To (no extension!)
	September, 1st 2017	November, 4th 2017, at 12 (GTM+1)

It is recommended to start the enrolment procedure as soon as possible since it may be necessary to upload in time missing documents.

If you don't meet the deadline for enrolment, you will lose your study place, which will be offered to the next applicant in the ranking list.

If you gained your qualification abroad you must upload the following documents (if not uploaded upon application):
<ul style="list-style-type: none">official translation of your diploma into Italian (translation is not necessary if the certificates have been issued in a German or English-speaking area)
<ul style="list-style-type: none">declaration of equivalent value of the applicants qualification; EU citizens and citizens given parity of treatment can, as an alternative, upload the diploma supplement, in the case they have achieved their university title in a Member State of the European Union (or in Switzerland, Liechtenstein, Norway or Iceland). The diploma supplement must state:<ul style="list-style-type: none">that the student has achieved at least 300 credit points (ECTS) andthat the study title gives access to a PhD Programme. <p>If the university degree was obtained abroad and recognised in Italy, it is sufficient to attach a copy of the recognition decree.</p>

At the beginning of the Phd Programme you have to submit the originals of the above mentioned

documents to the Student Secretariat in Bolzano/Bozen. The Phd students enrolled to the Programme in General Pedagogy, Social Pedagogy, General Didactic and Subject Didactics have to submit the original copies to the Student Secretariat in Bressanone/Brixen.

If you are a non-EU citizen resident abroad:

The admitted applicants will have to apply at the Italian authorities in their own country for entry visa for studies/university.

According to Italian law, within 8 working days of your arrival in Italy, you must have applied for the permit to stay: as soon as you arrive you should go to the office Study and Tuition and you will get information in order to start the procedure.

Once you obtain your permit of stay for Italy (permesso di soggiorno), you are asked to bring it to the Student Secretariat personally or via e-mail.

Please note:

Enrolments received by means other than those listed above and / or beyond the terms provided for in this article will not be accepted.

Applicants are not allowed to enrol at more than one university or for more than one course at the same university.

Applicants who find themselves in a good position on the ranking lists of more than one PhD programme can only enrol for one of these programmes. Once they have enrolled, they lose the right to enrol for any of the other(s).

Applicants who intend to withdraw from the course and not enrol, or waive their right to a grant are requested to inform the university (by email or fax) as soon as possible and in any case before the enrolment deadline. Email: phd@unibz.it or fax: 0039 0471 012809.

Any changes will be published on the university websites of the PhD programs.

Art. 8 – TUITION FEES

For the PhD courses – 33rd cycle in the 2017/2018 academic year, the following tuition fees should be paid at the time of enrolment and amount to € 159,50, which includes the provincial tax for the right to study in higher education, which amounts to € 143,50, and a duty stamp of € 16,00 in virtual form.

A refund of the fees paid cannot be claimed in case of suspension or withdrawal from studies.

Art. 9 - GRANTS

Grants are assigned following the ranking list drawn up by the Evaluation Committee. If an applicant decides to forego a grant, the next enrolled applicant on the ranking list will be offered the grant.

The yearly study grant amounts to **€ 17,000 gross**.

The study grant is also subject to national insurance contributions (INPS) according to current laws.

The grant is paid in monthly instalments.

The grant is increased by 50% for study periods spent abroad authorised by the PhD Course Committee. This increase in the grant applies to any continuous period of stay abroad, for a maximum of one year and a half.

The study grant is awarded for the entire length of the PhD Programme except in case of suspension or withdrawal from studies. Grants will be reconfirmed from one year to the next, unless the PhD Course Committee officially decides otherwise.

Grant holders are not employees of the university.

Grants cannot be combined with other grants or scholarships awarded for any purpose, except those awarded by national or foreign institutions which supplement, with stays abroad, the research activities of the student. Anyone who has already received a grant in Italy for a PhD programme cannot hold a further scholarship on the same purpose.

Art. 10 – RIGHTS AND DUTIES OF PHD STUDENTS

PhD students are obliged to attend the PhD courses and to carry out research activities according to the schedules and the regulations laid down by the PhD Course Committee.

Grants financed by external bodies where specific research is required limit the grant holder to carry out only that specific work.

If necessary, and after careful consideration by the PhD Course Committee, students can be excluded from the PhD programme with the consequent loss of the grant in the following cases:

- a) if there is a negative assessment from the PhD Course Committee concerning admission to the following year of the course;
- b) if the student takes on a tenured work position, or is given fixed-term employment or contract work without the permission of the PhD Course Committee;
- c) unjustified and prolonged absences;
- d) violation of the duties required in the art. 19 of the relevant Regulation for PhD;
- e) serious reasons ascertained by the PhD Course Committee.

The university provides, for the duration of the course, insurance cover for accidents and damage to third parties that may occur during the activities related to the Ph.D.

According to art. 2 first paragraph, of law August 13, 1984 no. 476 and subsequent amendments, public servants who are admitted to a PhD programme may apply to be placed, for the duration of the programme, on leave without pay for study purposes, and may apply for a grant.

In the event of admission to PhD programmes without a grant, or if the student has refused a grant, the person on leave maintains his/her salary, social security and pension from the public administration which has established the working relationship. If, after obtaining the PhD degree, the employee discontinues his/her working relationship with the public administration in question within two years of the end of the course, s/he is obliged to return all sums received during the PhD programme.

Art. 11 – AWARD OF THE PHD DEGREE

The PhD degree will be awarded to students who pass the final examination, which takes place before an Examination Committee appointed by a Decree of the Rector, upon the advice the PhD Course Committee of the course in which the student is enrolled.

The Examination Committee consists of three members chosen from tenured professors and university researchers. At least two members, who are not members of the PhD Course Committee, must be from other Italian or foreign universities which are not involved in the PhD Programme.

A further two experts from public or private national or international research institutes may be called to sit on the committee. The President of the committee will be appointed according to the criteria laid out in article 5.

Art. 12 – PERSONAL DATA PROTECTION ACT

The Administration of the Free University of Bozen/Bolzano, in accordance with law no. 196/2003 and subsequent amendments, will use the applicants' personal data only for the selection procedure and for institutional purposes.

In observance of the above-mentioned law, participation in the selection requires the applicant to consent tacitly to the publication of his/her personal data and the data concerning the results of the selection procedure on the website of the Free University of Bozen/Bolzano.

Art. 13 – REFERRAL RULE

For matters not explicitly mentioned in the present competition announcement, art. 4 of law no. 210 of July 3, 1998, art. 19 of Law no. 240 of 30 December 2010, Ministerial Decree n. 45, February 8th, 2013, the "Regulations for PhD Research at the Free University of Bozen/Bolzano" with subsequent amendments and the "Regulations for research grants referred to in article 22 of Law no. 240/2010" shall apply.

Art. 14 – ADMINISTRATOR RESPONSIBLE FOR THE PROCEDURE

According to law no 241 of August 7, 1990 and subsequent amendments, dott. Karin Felderer is in charge of this procedure. Address: Study and Tuition, Free University of Bozen/Bolzano, Piazzetta Franz Innerhofer 8, I-39100 Bozen/Bolzano – Tel. +39 0471 012805, fax +39 0471 012809, e-mail: phd@unibz.it