

#### PhD Call for Applications Summary

#### Academic Year 2024/2025 - 40<sup>th</sup> Cycle

**Disclaimer:** This webpage and all the information hereby provided to readers and applicants are not intended to be a substitute of the official announcement and must be used for informational purposes only. The contents are based upon a translated summary of the official Call for applications which is the unique source to be considered accurate, complete and legally binding.

#### Application

The Call for Applications for the 2024/2025 PhD Programs is officially open. Applicants, regardless of their nationality, age and gender are invited to submit their applications. Applicants can find all essential information in the relevant paragraphs of this guide.

Possible modifications to: requirements, submission procedures, available positions and/or scholarships, will be given, before the deadline, through the page <a href="https://dottorati.uniroma2.it/40-ciclo\_p10244.aspx">https://dottorati.uniroma2.it/40-ciclo\_p10244.aspx</a>.

# Applicants may be subject to criminal penalties and will be excluded from the competition if they knowingly and willfully make a materially false, fictitious, or fraudulent statement or representation in a document submitted or provided by them or on their behalf.

### Activated PhD Courses and Application Deadline

#	РнD	Deadline
1	CLASSICAL ANTIQUITY AND ITS RECEPTION: ARCHAEOLOGY, PHILOLOGY, HISTORY	July 1st, 2024 at 2.00 PM (CEST)
2	CULTURAL HERITAGE, EDUCATION AND TERRITORY	July 1st, 2024 at 2.00 PM (CEST)
3	BIOCHEMISTRY AND MOLECULAR BIOLOGY	July 1st, 2024 at 2.00 PM (CEST)
4	CELLULAR AND MOLECULAR BIOLOGY	July 1st, 2024 at 2.00 PM (CEST)
5	EVOLUTIONARY BIOLOGY AND ECOLOGY	July 1st, 2024 at 2.00 PM (CEST)
6	MEDICAL-SURGICAL BIOTECHNOLOGIES AND TRANSLATIONAL MEDICINE	July 1st, 2024 at 2.00 PM (CEST)
7	COMPUTER SCIENCE, CONTROL AND GEOINFORMATION	July 1st, 2024 at 2.00 PM (CEST)



8	DATA SCIENCE	July 1st, 2024 at 2.00 PM (CEST)
9	LAW AND JUDICIAL REMEDIES: PRIVATE LAW, COMPARATIVE LAW, ROMAN LEGAL SYSTEM	July 1st, 2024 at 2.00 PM (CEST)
10	PUBLIC LAW	July 1st, 2024 at 2.00 PM (CEST)
11	PROGRAM OF NATIONAL INTEREST IN CULTURAL HERITAGE	July 1st, 2024 at 2.00 PM (CEST)
12	MANAGEMENT	July 1st, 2024 at 2.00 PM (CEST)
13	ECONOMICS AND FINANCE	July 1st, 2024 at 2.00 PM (CEST)
14	PHILOSOPHY	July 1st, 2024 at 2.00 PM (CEST)
15	PHYSICS	July 1st, 2024 at 2.00 PM (CEST)
16	IMMUNOLOGY, MOLECULAR MEDICINE AND APPLIED BIOTECHNOLOGY	July 1st, 2024 at 2.00 PM (CEST)
17	CIVIL ENGINEERING	July 1st, 2024 at 2.00 PM (CEST)
18	ENTERPRISE ENGINEERING	July 1st, 2024 at 2.00 PM (CEST)
19	ELECTRONICS ENGINEERING	July 1st, 2024 at 2.00 PM (CEST)
20	INDUSTRIAL ENGINEERING	July 1st, 2024 at 2.00 PM (CEST)
21	DESIGN, MANUFACTURING AND OPERATIONS ENGINEERING	July 1st, 2024 at 2.00 PM (CEST)
22	IUS CIVILE. HISTORY AND THEORY OF PRIVATE LAW	July 1st, 2024 at 2.00 PM (CEST)
23	MODERN FOREIGN LITERATURES, LANGUAGES, AND CULTURES	July 1st, 2024 at 2.00 PM (CEST)
24	MATHEMATICS	July 1st, 2024 at 2.00 PM (CEST)
25	MATERIALS FOR SUSTAINABLE DEVELOPMENT	July 1st, 2024 at 2.00 PM (CEST)
26	SYSTEMS AND EXPERIMENTAL MEDICINE	July 1st, 2024 at 2.00 PM (CEST)
27	MICROBIOLOGY, IMMUNOLOGY, INFECTIOUS DISEASES AND TRANSPLANTS	July 1st, 2024 at 2.00 PM (CEST)
28	NEUROSCIENCE	July 1st, 2024 at 2.00 PM (CEST)
29	CHEMICAL SCIENCES	July 1st, 2024 at 2.00 PM (CEST)



30	NURSING SCIENCES AND PUBLIC HEALTH	July 1st, 2024 at 2.00 PM (CEST)
31	MEDICAL-SURGICAL APPLIED SCIENCES	July 1st, 2024 at 2.00 PM (CEST)
32	SOCIAL, OCCUPATIONAL AND MEDICO-LEGAL SCIENCES	July 1st, 2024 at 2.00 PM (CEST)
33	HISTORY AND PHILOSOPHICAL-SOCIAL SCIENCE	July 1st, 2024 at 2.00 PM (CEST)
34	ITALIAN STUDIES AND ART HISTORY	July 1st, 2024 at 2.00 PM (CEST)
35	PUBLIC LEGAL STUDIES	July 1st, 2024 at 2.00 PM (CEST)
36	Contracts, services and markets theory	July 1st, 2024 at 2.00 PM (CEST)
37	TISSUE ENGINEERING AND REMODELING BIOTECHNOLOGIES FOR BODY FUNCTION	July 1st, 2024 at 2.00 PM (CEST)

### <u>Requirements</u>

The call is open to all applicants with a second level degree obtained in Italy or abroad. The PhD Board will have to establish whether the degree awarded abroad could be considered equivalent to an Italian degree or not, through a specific assessment limited to the PhD call purposes.

Graduating students are invited to apply too, provided that the graduation must be achieved by October 31st, 2024.

Information on the degree must be always provided during the application process by the applicants, both graduated and graduating. Applicants can download and edit the specific forms available at <a href="https://dottorati.uniroma2.it/40-ciclo\_p10244.aspx">https://dottorati.uniroma2.it/40-ciclo\_p10244.aspx</a> to this end (form A for Italian applicants and **form B for non Italian applicants**).

PhD The description for each PhD programme, listed pages, are at https://dottorati.uniroma2.it/pagina.aspx?id pagina=10245. By clicking on a PhD programme, applicants will be able to download the file containing all the specific requirements for that programme along with the expected dates of the exams. The requirements files form an integral part of the call, it is strongly recommended to read carefully before starting the application process, with particular reference to the documents marked as mandatory.

### Foreign applicants

Foreign applicants are only those with a foreign citizenship, **that is not italian**. Foreign applicants with a degree obtained in Italy are still considered foreigners for the PhD Call purposes. They must submit their applications with the online procedure described in the



paragraph "Application procedure". When entering their personal data in the online form, applicants are required to enter all the first names and last names on their passport. Moreover, **applicants are invited to avoid the use of nicknames**, **shorts and terms of endearment** since their use will **result in an invalid fiscal code** assigned by the submission system.

During the online procedure, foreign applicants must choose one or more positions they are interested in; for each choice they are also required to set the priority order.

**Independent Candidates** (c.d. **Foreign Country Fellows/Borsisti di Stato Estero**) are allowed to skip the written exam and to hold the oral exam off site as well. Moreover, they will be placed in a separate ranking list.

In addition to the requirements of both the call for applications and the PhD description sheets, foreign applicants with a non-EU degree title must submit the Declaration of Value to the PhD Office (mail to <u>concorso@phd.uniroma2.it</u>), within 6 months from the enrolment date. In alternative foreign applicants are able to apply for the CIMEA declaration. Foreign applicants with a EU degree title are not require to provide either the DoV or the CIMEA declaration, however they must provide the Diploma Supplement according to the Directive 2005/36/CE.

### Applicants with disability

In accordance to art. 3 of Law 104/1992, candidates with disability and/or Specific Learning Disorders that needs assistance and/or additional time have to notify the University Committee for Students with Disabilities by email at the following addresses segreteria@caris.uniroma2.it and concorso@phd.uniroma2.it:

- requests for ordinary assistance have to be sent at least 10 days before the first examination test;
- requests for special technology assistance have to be sent at least 20 days before the first examination test.

All assistance forms are available at this link: <u>http://caris.uniroma2.it/?page\_id=208</u>.



### Application procedure

1) Visit <a href="https://dottorati.delphi.uniroma2.it/">https://dottorati.delphi.uniroma2.it/</a>



2) Register

UNIVERSITÀ DEGLI	STUDI DI ROMA TOR VERGATA
Acco	ess to the Reserved Section
If you are no	at already signed up to, click on <i>Registration</i>
Registration Retrive Password	LOGIN PASSWORD ENTER



- 3) Enter the email, then insert the emailed control code
- 4) **Personal information:** Edit all required fields showed by the system then continue with the registration. Please note that fiscal code is not a mandatory field for non Italian citizens.

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**5)** Contact information: Edit all required fields showed by the system then continue with the registration.

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PHONE			
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SKYPE ACCOUNT	NOT MANDATORY		
		BACK NEXT	

- 6) Read carefully the Summary page. Press the "Back" button to edit, otherwise press the "Confirm the Displayed Information" to complete the registration.
- 7) Check your email inbox for the system confirmation, save the emailed username and password for future reference.
- 8) Visit <u>https://dottorati.delphi.uniroma2.it/</u>





9) Login by using username and password indicated in the point 7

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Access	s to the Reserved Section
If you are not a	lready signed up to, click on Registration
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- **10)** Enter the emailed one-time numerical password (OTP)
- Upload your identity document (<u>Passport only for non-EU citizens</u>), choose the type of document and enter the expiry date, the press the "Upload" button

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The uploaded document will be displayed under the upload box.

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Then click on "Menu" available on the left, the following page will be showed. <u>First of all</u>, click on "My documents"

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		Delphi				
	Welcome SERENA SPOSATO					
My applications My documents						
My ID document / passport						
<u>My contact information</u>						
<u>Request Assistance</u> <u>Read the privacy policy</u>						



**12)** After the click on "My documents", upload all the documents that will be required during the application. That is the graduation/graduating form along with all documents indicated in the requirements file related to the chosen PhD.

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Please note that for each uploaded file (**pdf file only less than 30MB**) you must enter a document name. **Repeat the same action for each needed file**.

All the uploaded files will be displayed under the upload box to be viewed/edited. <u>Then</u> <u>click again the menu to continue with the application</u>

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	test 3	test.pdf	b1ee5cb0d0cfc585901585030	dfedba832f21ae9f0801e716c8bd885b6ebb	EDIT		
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Click on "My applications"

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My applications My documents	_			
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Request Assistance Read the privacy policy				

13) Click on "Sign up for courses"

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	Welcome SERENA SPOSATO	
Sign up for courses View all applications Logout		
<u>Main menu</u>		

14) Select a PhD programme, then click "Next"

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<u>Main menu</u>	Before starting the application, it is necessary to carefully read the Call for Applications. In particular, the applicants must refer to the list of required documents at: <u>https://doctorati.unicemai.li/applica.app/ild_applica.10245</u> The mandatory due date for the application fee is July 13 0224. The payment term won't be extended in any case.	



**15)**Choose the positions you want to apply for, in the right order of priority (1 is the most wanted). Then click "Next"

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**16)**See the list of required degrees. In addition, search for more information in the requirement file, as indicated at page 3. Then select the right pdf file, related to the degree, among the files uploaded (see point 12). Then click "Next"

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Logout	LM-21 (ngegparia biomedica 26/5 Specialittiche in ingegneria biomedica 62/5 Specialittiche in riscienze chimiche 20/5 Specialittiche in fisica	
	9/S Specialistiche in biotecnologie mediche, veterinarie e farmaceutiche Degrees belonging to the old italian education system and to foreign education system as well can requirements	be evaluated, as long as they are compliant to the Call for Applications
	SILECT THE PREVIOUSLY UPLOADED POF FILE NELATED TO THE REQUIRED	1

17) Select a file in the same way as explained above, for each requirement showed by the system, as in the example below.

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	Welcome SERENA SPOSATO	
<u>Main menu</u>	Choose a single PDF file for each mandatory requirement.	
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**18)**Check the entered information. To confirm the displayed information and accept the privacy policy, click "Next"

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	CURRICULUM VITAE	test (test.pdf)	
	BY PROCEEDING WITH THE APPLICATI	ION, I DECLARE TO ACCEPT THE PRIVACY POLICY	
		Back Next	

**19)** The application has been submitted and it is available for the printing.

Welcome SERENA SPOSATO  Main.menu Application submitted Print spollocition form	. U	NIVERSITÀ DEGLI STUDI DI ROMA Locour ■ 🛒	TOR VERGATA Delphi
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Applicants can submit multiple applications. Each application must be started ex novo as described above.

All Italian applicants are required to pay for each submitted applications by July 1st, 2024.

<u>All foreign applicants are required to pay for the application fee of 35 euros ex post, that is</u> <u>only if finally admitted to the PhD</u>. Further instructions will be provided by the PhD Office after the admission.



## Editing an existing application

Submitted applications cannot be edited. However each submitted application can be deleted and repeated ex novo.

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	Welcome SERENA SPOSATO	
My applications My documents		
My ID document / passport My contact information		
Logout		
Request Assistance Read the privacy policy		

### View all applications

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<u>Sign up for courses</u>		
View all applications		
Logout		
Main menu		



## Select the right submitted application, click "Next"

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Logout			

## Delete or print the application

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		Print appl	ication form Delete			
			Back			



# **Enrolment**

Admitted foreign applicants will receive the invitation letter from the PhD office along with further instructions. In particular they will be required to provide the following documents to allow the PhD Office to carry out the enrolment procedure:

- a) in case of Independent Candidates:
  - non-EU citizens must provide:
    - (i) a valid residence permit, or
    - (ii) the VISA, or

(iii) the documentation proving the ongoing visa application (a signed copy of the VISA application form, including the payment receipt for the visa processing);

- both EU and non-EU citizens, must submit the documentation proving their financial statement such as, for example:
  - (iv) a bank account balance of at least 5.800 euros
  - (v) scholarship funded by the government of their country of origin
  - (vi) scholarship funded by the Italian Ministry of foreign affairs
  - (vii) the written declaration of any institution, both in Italy and abroad, that want to fund the PhD for whatever reason
  - (viii) an employment contract
  - (ix) family support by means of a written declaration along with valid identity document of one or more declaring family members

Under no circumstances the LazioDISU scholarship may be considered as a valid source of funding

- b) in case of foreign applicants that have applied **and** have been selected for the University scholarship, non-EU citizens must provide:
  - (i) valid residence permit, or
  - (ii) the entry VISA, or

(iii) the documentation proving the ongoing visa application (a signed copy of the VISA application form, including the payment receipt for the visa processing);

- c) in case of foreign applicants that have applied for the University scholarship **but not selected** for the scholarship, in addition to the documentation indicated in the previous point b), they must submit the documentation proving their financial statement such as, for example:
  - (iv) a bank account balance of at least 5.800 euros



(v) scholarship funded by the government of their country of origin

(vi) scholarship funded by the Italian Ministry of foreign affairs

(vii) the written declaration of any institution, both in Italy and abroad, that want to fund the PhD for whatever reason

(viii) an employment contract

(ix) family support by means of a written declaration along with valid identity document of one or more declaring family members

Under no circumstances the LazioDISU scholarship may be considered as a valid source of funding

Enroled students accept to fully comply with the PhD Regulation of University of Rome Tor Vergata, issued by Decree of the Rector n. 706 of March 9th, 2022 available at <u>dottorati.uniroma2.it</u>.

### Grounds for exclusion and application rejection

Applicants will be excluded or application will be rejected if:

- The application fee is not paid within the set out terms
- Either some or all requirements established in the PhD Description sheets are missing
- All the requested documents and information are not provided within the deadline and in accordance with the rules laid down in the call, are not provided
- The graduation day is later than the established enrolment date.
- The academic qualification awarded abroad is not recognized as equivalent to an Italian qualification.
- The research activities and the starting date of the PhD are not arranged, in agreement with the Coordinator, within fifteen days from the enrolment.
- Fraudulent and/or false statements have been provided. Declarations made can be subject to random verification in any moment during the PhD duration; in this specific case the selected candidates will also have to pay compensation equal to the scholarship's amount received.



### **Evaluation process**

The maximum cumulative score for each candidate, that considers both admission test and declared qualifications, is of 100 points.

The minimum threshold for the admission is a cumulative score of 60/100.

If the admission test includes an oral exam, the date of the exam can be communicated the day of the written exam.

Candidates will be admitted to PhD courses according to the final ranking lists until all available positions are assigned.

In case a candidate is present in more ranking lists, he/she has to choose only one PhD for the effective enrolment.

Information on the exams will be given at <u>https://dottorati.uniroma2.it/diario-delle-prove-</u> concorsuali\_p10247.aspx

Information on the ranking lists will be given at <u>https://dottorati.uniroma2.it/atti-</u> <u>concorsuali p10248.aspx</u>.

#### <u>Scholarships</u>

Similarly to the PhD positions, scholarships are granted according to the final ranking list. The scholarship gross amount is  $\in$  20.037,45 per year including social security contributions (INPS) and it is exempt from IRPEF income tax. The scholarship will be granted on a monthly basis and has a yearly validity. It can be renewed for a maximum of three years if the candidate's activities are positively evaluated by the PhD Board. <u>The net monthly amount of the scholarship is  $\in$ 1.195</u>.

### More information and assistance can be requested as follows:

**Technical support** <u>totem-support@uniroma2.it</u> Mon-Thu 9 AM-4 PM; Fri 9 AM-12 PM **Administrative support** <u>concorso@phd.uniroma2.it</u> Mon-Thu 9 AM-4 PM; Fri 9 AM-12 PM

> F.to Giovanni La Rosa Head of PhD School