



UNIVERSITÀ DEGLI STUDI DI BERGAMO
SERVIZI AMMINISTRATIVI GENERALI
GESTIONE PROCEDURE CONCORSUALI E SELEZIONI

**ANNOUNCEMENT OF COMPETITIVE EXAMINATIONS FOR ADMISSION TO THE
FOLLOWING DOCTORAL COURSES AT THE UNIVERSITA' DEGLI STUDI DI
BERGAMO:**

***PUBLIC AND TAXATION LAW IN EUROPE; ENERGY AND ENVIRONMENTAL TECHNOLOGY;
ANTHROPOLOGY AND EPISTEMOLOGY OF COMPLEXITY; CLINICAL PSYCHOLOGY; EURO-
AMERICAN LITERATURE; MECHATRONICS, INFORMATION TECHNOLOGY, NEW
TECHNOLOGIES AND MATEMATICAL METHODS, LOGISTICS AND SUPPLY CHAIN
MANAGEMENT; STRATEGIC MARKETING AND BUSINESS ECONOMICS.***

– SESSION XXV –

THE CHANCELLOR

IN VIEW OF the implications of article 4 of Legislation number 210 of 3 July 1998 on the regulations regarding the PhD.;

IN VIEW OF Decree 224 of the Ministry of University and of Scientific and Technological Research – Regulations concerning doctoral research materials – of 30 April 1999 and published in issue number 162 of the Official Gazette on 13 July 1999;

IN VIEW OF articles 6 and 7 of Legislation number 398 of 30 November 1989, on the regulation of University student bursaries;

IN VIEW OF Ministerial Decree 18th June 2008 which raises the annual gross amount of bursaries for doctoral research from 1 January 2008;

IN VIEW OF Legislation number 315 of 3 August 1998 and all following modifications and additions;

IN VIEW OF the Prime Minister's Decree (DPCM) of the 9 April 2001, Equal rights to access University education;

IN VIEW OF Presidential Decree DPR 445 of 28 December 2000, on unified code for legislative and regulatory measures relating to administrative documentation;

IN VIEW OF University regulations relating to the establishment and administration of PhD courses and of the Doctoral Schools, issued by Decree of the Chancellor 3333/1/003 on 22 February 2006 and subsequently modified by Decree of the Chancellor No. 15535/I/003 of 22 July 2009;

IN VIEW OF the internal regulations of PhD courses in: Public and Taxation Law in Europe; Energy and Environmental Technology; Anthropology and Epistemology Of Complexity; Clinical Psychology; Euro-American Literature; Mechatronics, Information Technology, New Technologies and Matematical Methods, Logistics and Supply Chain Management; Strategic Marketing and Business Economics;

CONSIDERING the opinion of the University Assessment group dated 26 March 2009 regarding the existence of conditions necessary for the reactivation of PhD previously active courses for the academic year 2009/2010, Session XXV;

IN VIEW OF the deliberation of the Academic Senate on the 30 March 2009 and of the Board of Administration on the 7 April 2009 on the reactivation of PhD previously active courses for the academic year 2009/2010, Session XXV;

CONSIDERING the opinion of the University Assessment group dated 26 March 2009 regarding the existence of conditions necessary for the foundation of the Doctorate School in Mechatronics, Information Technology, New Technologies and Matematical Methods, for the academic year 2009/2010, Session XXV;



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- IN VIEW OF the deliberation of the Academic Senate on the 30 March 2009 and of the Board of Administration on the 7 April 2009 on the foundation of the Doctorate School in Mechatronics, Information Technology, New Technologies and Mathematical Methods as a result of the transformation of the Phd Course in Mechatronics and Innovative Technology , Session XXV;
- IN VIEW OF the deliberation of the Academic Senate on the 06 July 2009 regarding the redefinition of the Doctorate School in Literature and Literary Studies from "Literature and Literary Studies" to "Humanities and Visual Studies", for the academic year 2009/2010, Session XXV;
- IN VIEW OF the prescribed structure of agreements concerning the financing of PhD courses as modified by the Senatus Academicus on the 24th March 2003 and by the Administrative Council on the 25th March 2003;
- CONSIDERING the agreements with various bodies and enterprises regarding the financing of student bursaries and the establishment of partnerships with other universities;
- IN VIEW OF any changes that may have occurred to this day in the agreements with financing bodies and enterprises, thus altering the number of bursaries and places offered as planned by the Academic Senate on 30 March 2009;
- CONSIDERING that, with the note of 30 July 2009, the new Amministrazione Provinciale di Bergamo has declared its interest in financing a scholarship for the Phd in Public and Taxation Law in Europe and that intent could be confirmed no later than 31 December 2009;

DECREES THAT

Article 1 FOUNDATION

Competitive examinations, open to the public and organised by the Università degli Studi di Bergamo, will take place for the admission to the following PhD courses:

For each Doctorate, the department or school to which it is linked, the coordinator, the title, the partner universities, the places available to compete for via examination, the student bursaries available and the relevant financial sources, the foreign language required for interview and the form said interview will take are indicated below.

For further information, please consult the following webpage:
www.unibg.it/struttura/struttura.asp?cerca=dottorati_home.

DEPARTMENT OF BUSINESS ECONOMICS

- **DOCTORATE IN LOGISTICS AND SUPPLY CHAIN MANAGEMENT**
- Coordinator: Prof. Angelo Renoldi

Duration	Places	Student bursaries	Places without bursaries
3 years	4	4	0

Language: English



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Student Bursaries: No. 4 financed by Fondazione Italcementi Cav. Lav. Carlo Pesenti

Partner Institutions: none

- **DOCTORATE IN STRATEGIC MARKETING AND BUSINESS ECONOMICS**
- Coordinator: Prof. Alberto Marino

Duration	Places	Student bursaries	Places without bursaries
3 years	4	2	2

The interview will centre on the candidate's field of specialisation
Student Bursaries: No. 2 financed by the University

Partner Institutions: Università degli Studi di Verona
Università degli Studi di Torino

DEPARTMENT OF INDUSTRIAL ENGINEERING

- **DOCTORATE IN ENERGY AND ENVIRONMENTAL TECHNOLOGY**
- Coordinator: Prof. Gianpietro Cossali

Duration	Places	Student bursaries	Places without bursaries
3 years	6	4	2

Student Bursaries: No. 2 financed by the University
No. 1 financed by EURAC
No. 1 financed by M.I.U.R - under D.M. 198/03 ("Fund in Favour of You and Student Mobility")

Partner Institutions: none

DEPARTMENT OF DESIGN AND TECHNOLOGY AND OF INFORMATION TECHNOLOGY AND MATHEMATICAL METHODS

- **DOCTORATE SCHOOL IN MECHATRONICS, INFORMATION TECHNOLOGY, NEW TECHNOLOGIES AND MATEMATICAL METHODS**
- Coordinator: Prof. Riccardo Riva

Duration	Places	Student bursaries	Places without bursaries
3 years	8	4	4

Student Bursaries: No. 2 financed by the University



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No. 1 financed by the European Project IP FP7 Brics
No. 1 co-financed by the University and the European Project
IP FP7 Prime Life

Partner Institutions: Università degli Studi di Brescia

DEPARTMENT OF HUMAN SCIENCES

- **DOCTORATE SCHOOL IN ANTHROPOLOGY AND EPISTEMOLOGY OF COMPLEXITY**
- Coordinator: Prof. Enrico Giannetto

Duration	Places	Student bursaries	Places without bursaries
3 years	8	4	4

Language: English, French or German

Student Bursaries: No. 1 financed by the University
No. 3 financed by the M.I.U.R. (Ministry of Education,
University and Research)

Partner Institutions: Università degli Studi di Bologna

DEPARTMENT OF HUMAN SCIENCES

- **DOCTORATE IN CLINICAL PSYCHOLOGY**
- Coordinator: Prof. Valeria Ugazio

Duration	Places	Student bursaries	Places without bursaries
3 years	4	2	2

Language: English

Student Bursaries: No. 2 financed by the University

Partner Institutions: Università Cattolica del Sacro Cuore di Milano
Università Vita e Salute San Raffaele
Università degli Studi di Brescia

DOCTORAL SCHOOL OF HUMANITIES AND VISUAL STUDIES: to which are linked the PhD courses in Textual Theory and Analysis and in Euro-American Literature.

DEPARTMENT OF COMPARATIVE LANGUAGE, LITERATURE AND CULTURE.

- **DOCTORATE IN EURO-AMERICAN LITERATURE**
- Coordinator: Prof. Angela Locatelli

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24127 Bergamo, via dei Caniana 2 tel. 035 2052 876 fax 035 2052 862 e-mail selezioni@unibg.it
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Duration	Places	Student bursaries	Places without bursaries
3 years	4	2	2

Student bursaries: No. 2 financed by the University

Partner Institutions: none

DEPARTMENT OF LEGAL STUDIES

- **DOCTORATE IN PUBLIC AND TAXATION LAW IN EUROPE.**
- Coordinator: Prof. Barbara Pezzini

Duration	Places	Student bursaries	Places without bursaries
3 years	6	3	3

Candidates are required to submit a copy of their B.A. or M.A. thesis (if completed).

One of the following foreign languages: English, French, Spanish or German.

Candidates can choose focus the interview on one of the following field: public-administrative law, taxation law, international-E.U. law.

Student Bursaries: No. 2 financed by the University
No. 1 financed by the Amministrazione provinciale di Bergamo (to be confirmed)

Partner Institutions: Università degli Studi di Brescia
Università degli Studi di Torino
Università degli Studi di Verona

The granting of student bursaries financed by external bodies is subject to the successful closing of the agreement between the University and the body in question.

Student bursaries financed by external bodies and which are granted on the condition that a certain form of research is carried out oblige their beneficiaries to carry out said research.

Sponsorships which become available before the completion of the competitive entrance examinations may allow the negotiation of ulterior agreements, leading to the creation of further student bursaries.

Failure to successfully close any agreements concerning the financing of student bursaries already indicated in this document may lead to a reduction in the total number of places with student bursaries available.

Candidates are also informed that the "Servizio per il diritto allo studio" (formerly I.S.U.) publishes announcements of further student bursaries made available to enrolled PhD students.

For further information please consult the following web-page:
http://www.unibg.it/struttura/struttura.asp?cerca=isu_intro



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Article 2 ENTRY REQUIREMENTS

In order to take part in the competitive entry examinations as detailed in the previous article, candidates must be in possession of an Italian degree obtained before the University reform in didactic autonomy, the specialist (five year) degree obtained after said reform or indeed of an equivalent qualification obtained abroad. Foreign qualifications must be recognised in advance by the academic authorities in the context of inter-university cooperation and student mobility. Limitations of age or citizenship do not apply.

E.U or foreign citizens in possession of a qualification not previously declared equivalent to the Italian degree must (exclusively for the purposes of admission to the doctorate they are applying for) request this declaration, **with the sole purpose of gaining admission to the doctorate in question**, when applying to participate in the competitive entry examinations. The candidates in question must attach all documents deemed relevant, and therefore of use to the Board of teachers when drawing up a declaration of equivalence. These documents must be translated and legalised by the competent Italian bodies in accordance with the regulations currently in force governing the admission of foreign students to Italian universities.

The above is also valid for Italian citizens in possession of a foreign academic qualification which has not yet been declared equivalent to an Italian degree. The candidates in question are required to compile their applications following the model in attachment B, and to attach to this all the necessary documentation.

Failure to comply with any of these requirements shall result in exclusion from the entry examination, certified and motivated in a decree issued by the Chancellor.

Applications not signed or submitted later than the deadline established by this announcement will be excluded from the entry examination.

Also permitted to take part in the entrance examinations are those who will have obtained their degree by 31 December 2009. In this case, "conditional" admission will be granted, and the candidate obliged to present the degree certificate in question no later than 31 December 2009, to avoid forfeiting their place on the course. Where said certificate is not available on the above date, it is possible to present a declaration, signed by the candidate, made in lieu of certification, in accordance with article 46 of Presidential Decree (DPR) number 445, of 28 December 2000.

Article 3 APPLICATIONS

Applications to participate in the selection procedure, submitted as detailed in art. 4, must be compiled or sent within a maximum of **thirty days** following the publication of this announcement in the Official Gazette (Gazzetta Ufficiale). Applications sent in this way will be dated as postmarked. If the deadline for applications falls on a public holiday, it will be pushed back to the following working day.

Handicapped candidates must specify any aid they may subsequently require, and make any requests for extra time to be given for the completion of the examination. Any such requests must be presented alongside the appropriate certification obtained from the public health service, in accordance with articles 4 and 20 of Legislation number 104/92.

The University Administration guarantees equality and equal opportunities between men and women concerning access to work and payment for said work.



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When applying, those aspiring to take part in the competitive entry examinations must state clearly and precisely:

- a) Their personal details, date and place of birth, home address, contact details for the purpose of communication of information and material regarding the selection procedure. Foreign or European nationals should provide an Italian address, or indicate the appropriate embassy in Italy, to be used in place of their own address;
- b) The exact name of the examination in which they wish to take part;
- c) Their citizenship;
- d) The Italian degree obtained or to be obtained, the date upon which and the University from which it was granted, or the equivalent qualification obtained from a foreign University, along with the date upon which the Decree of the Chancellor declared it equal to the Italian degree;
 - If the foreign qualification in question has not yet been declared equivalent to the Italian degree:
candidates must request a declaration of equivalence and attach all documents deemed relevant and therefore of use to the Board of teachers when making this declaration (please see the model attached to this announcement, attachment B);
- e) That they will commit to attending the doctor of research course on a full-time basis, in accordance with terms to be established by the Board of teachers;
- f) That they have knowledge of the following foreign languages:.....
(one already anticipated if so indicated in Article 1)
- g) That they possess an adequate knowledge of the Italian language (for Foreign or EU nationals)
- h) That they will promptly inform the University of any changes to their address or contact details;
- i) Skype address (if possessed).

Article 4

ENTRANCE EXAMINATION AND ENROLMENT PROCEDURE

SELECTION PROCEDURE A

VIA ONLINE ENROLMENT AT WEBPAGE:

http://www.unibg.it/struttura/struttura.asp?cerca=dottoratibg_bandimoduli (available until 7.00 p.m. of the deadline).

The entrance examination consists of a written paper and an interview. They test the candidate's knowledge, skills and aptitude to research. The interview includes an assessment of foreign language skills (in a given language, if provided for under Art. 1). The exam can be taken in a foreign language if requested by the candidate, subject to authorisation from the Board of Teachers.

Foreign candidates shall also show suitable knowledge of the Italian language.

The Examiners, based on reported results, assign a maximum score of 60 points in each part of the exam to each candidate.



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Admission to the interview is subject to a minimum score of 42/60 in the written part of the exam.

The interview is passed with a minimum score of 42/60.

NOTE

1) Those still awaiting the qualification needed for admission to the PhD course shall apply for admission using the form below.

2) Any request for recognition of equivalent value of qualifications shall be submitted in writing.

SELECTION PROCEDURE A1

ENROLMENT BY USING THE ATTACHMENT A AND FORWARDING IT BY REGISTERED MAIL WITH DELIVERY RECEIPT, FAX (at n.° 035/2052862) OR BY E-MAIL (at selezioni@unibg.it)

The entrance examination begins with an assessment of the candidate's Academic Record, for a maximum score of 40 points. This is followed by a written paper and an interview to test the candidate's knowledge, skills and aptitude to research. The interview includes an assessment of foreign language skills (in a given language, if provided for under Art. 1). The exam can be taken in a foreign language if requested by the candidate, subject to authorisation from the Board of Teachers.

Foreign candidates shall also demonstrate a suitable knowledge of the Italian language.

The Examiners, based on reported results, assign a maximum score of 60 points in each part of the exam to each candidate.

Admission to the interview is subject to a minimum score of 42/60 in the written part of the exam.

The interview is passed with a minimum score of 42/60.

Applications for admission to the selection, written on plain paper and addressed to the Chancellor of the University of Bergamo, can be delivered personally (during the following office hours: 9.00 - 12.00 and 14.30 - 16.00 Monday and Tuesday; 9.00 - 12.00 Wednesday, Thursday and Friday) or sent by registered mail with delivery receipt, fax or e-mail to Università degli Studi di Bergamo – Servizi amministrativi generali – U.O. Gestione procedure concorsuali e selezioni - Via Dei Caniana, No.2, 24127 Bergamo. Most importantly, they must be posted no later than **thirty days** after the publication of this announcement on the Official Gazette. For this purpose, the valid date will be that stamped by the forwarding post office. If the specified deadline is a holiday, it shall be postponed to the next working day.

The University's administration is not responsible for any breakdown in communication due to mistakes in the contact details provided by a candidate or to omitted or delayed notification of changes to the address given in the application, nor for any disruption in postal or telegram services or other causes, whether accidental or due to a third party.

Each candidate shall attach to the application two copies of his/her Academic Record (specifying studies and experiences relevant to the doctorate).



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SELECTION PROCEDURE B

ENROLMENT BY USING THE ATTACHMENT A AND FORWARDING IT BY REGISTERED MAIL WITH DELIVERY RECEIPT, FAX (at n.° 035/2052862) OR BY E-MAIL (at selezioni@unibg.it)

The Examiners shall carry out examination in two phases:

Phase 1 - Assessment of the candidate's Academic Record, which is given a maximum score of 60 points;

Phase 2 - Admission to the interview is subject to a minimum score of 42/60 points for the academic record. The interview is passed with a minimum score of 42/60.

If viable, the interview can be held by videoconference (using Skype) and in a foreign language.

Notification to attend the interview shall be sent by telegram or email to candidates at least 20 days before the day chosen for the test.

Applications for admission to the selection, written on plain paper and addressed to the Chancellor of the University of Bergamo, can be delivered personally (during the following office hours: 9.00 - 12.00 and 14.30 - 16.00 Monday and Tuesday; 9.00 - 12.00 Wednesday, Thursday and Friday) or sent by registered mail with delivery receipt, fax or e-mail to Università degli Studi di Bergamo – Servizi amministrativi generali – U.O. Gestione procedure concorsuali e selezioni - Via Dei Caniana, No.2, 24127 Bergamo. Most importantly, they must be posted no later than **thirty days** after the publication of this announcement on the Official Gazette. For this purpose, the valid date will be that stamped by the forwarding post office. If the specified deadline is a holiday, it shall be postponed to the next working day.

The University's administration is not responsible for any breakdown in communication due to mistakes in the contact details provided by a candidate or to omitted or delayed notification of changes to the address given in the application, nor for any disruption in postal or telegram services or other causes, whether accidental or due to a third party.

Each candidate shall attach to the application two copies of his/her Academic Record (specifying studies and experiences relevant to the doctorate) and a research project or letter of academic interest written by the candidate, two letters of reference from Italian or foreign academics, and any documents deemed relevant to the selection procedure such as academic qualifications, employment reports, etc.

All qualifications can be submitted without stamp duty.

Qualifications must be submitted in the original, using an authenticated copy or certifying that the copy is as identical to the original under Art. 47 of DPR 445/2000.

Candidates can also prove possession of the aforesaid qualifications using Attachment B under the simplified administrative procedures allowed by DPR 445/2000.



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Timetable of entrance examinations to doctoral courses of session XXV:

TITLE OF DOCTOR OF RESEARCH COURSE	SELECTION PROCEDURE	ASSESSMENT DATE AND TIME	PLACE
Logistics and Supply Chain management	<u>B</u>	4 November 2009, 10.30 a.m. for candidates admitted to the interview. The above is valid for all purposes as official notification of date and time.	Facoltà di Economia Via Dei Caniana, 2 BERGAMO
Strategic Marketing and Business Economics	<u>A</u>	Written Assessment: 27 October 2009, 9.30 a.m.; Interview: After written assessment. The above is valid for all purposes as official notification of date and time.	Facoltà di Economia Via Dei Caniana, 2 BERGAMO
Environmental and Energy Technology.	<u>A</u>	Written Assessment: 3 November 2009, 9.30 a.m.; Interview: 4 November 2009, 2.30 p.m.. The above is valid for all purposes as official notification of date and time.	Facoltà di Ingegneria Via Marconi, 5 DALMINE
Mechatronics, Information Technology, New Technologies and Matematical Methods	<u>B</u>	Personal notification by telegram or e-mail.	Facoltà di Ingegneria Via Marconi, 5 DALMINE
Anthropology and Epistemology of Complexity	<u>A1</u>	Written Assessment: 3 November 2009, 10.00 a.m.; Interview: 4 November 2009, 2.00 p.m.. The above is valid for all purposes as official notification of date and time.	Facoltà di Economia Via Dei Caniana, 2 BERGAMO
Clinical Psychology	<u>A1</u>	Written Assessment: 20 October 2009, 2.30 p.m.; Interview: 10 November 2009, 9.30 a.m.. The above is valid for all purposes as official notification of date and time.	Facoltà di Economia Via Dei Caniana, 2 BERGAMO
Euro-American Literature	<u>A</u>	Written Assessment: 21 October 2009, 2.00 p.m.; Interview: 28 October 2009, 2.00 p.m.. The above is valid for all purposes as official notification of date and time.	Facoltà di Economia Via Dei Caniana, 2 BERGAMO
Public and Taxation Law in Europe	<u>A1</u>	Personal notification by telegram or e-mail.	Facoltà di Giurisprudenza Via Moroni, 255 BERGAMO



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In order to sit the assessments candidates must show a valid form of identification (post office I.D card, firearms licence, passport, identity card, driving licence).

At the end of each session dedicated to oral assessment the examination board will compile a list of the candidates examined, indicating the result obtained in said assessment.

This list, signed by the president and the secretary of the board, will be posted on the same day on the notice board of the Chancellor's Office. Once all of the assessments have been completed, the examination board will compile a list of candidates in order of merit, based upon the sum of the results obtained by each candidate in the assessments. Documents relating to the competitive entrance examinations are public, and access to these is permitted as specified by Legislation number 241/90. The Chancellor may choose to delay public access until the conclusion of the examinations.

Article 5 EXAMINATION BOARD

The examination board responsible for the comparative evaluation of candidates is nominated by Decree of the Chancellor after consultation with the Board of teachers. It consists of three active members and of two substitutes chosen from established university professors and researchers, expert in the disciplines connected to the areas of study referred to in the course in question, who may come from other Italian or foreign universities.

No more than two experts, Italian or foreign, chosen in the context of independent bodies and public or private institutions of research, can make up part of the examination board.

The examination board nominates internally a President and a Secretary.

Article 6 ADMISSION TO THE COURSES

Candidates will be admitted to courses depending on the order in which they fall in the list, and the number of places available on the course they competed for. When results and qualifications are equal, preference shall be given to the younger candidate.

Where successful candidates relinquish their right to admission to the course prior to its beginning, other candidates will take their places, according to the order in which they fall on the list. If a candidate is positioned highly enough to gain admission to a doctor of research course on more than one list, the candidate must express a preference for one of these only.

The following can be accepted to Doctor of Research courses, over and above the number of posts available, on the condition that they are highly enough placed on the lists and that they continue to receive the money from which they are benefiting:

- Paid researchers and those with research grants, on the condition that the doctorate they wish to follow is in the same area of study as the research for which they are being paid;
- Citizens resident abroad;
- Public employees who can benefit from Legislation number 476/84 and subsequent modifications.

Article 7 MATRICULATION



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Within a maximum of fifteen days from the day following receipt of their invitation to participate in the doctorate in question, successful candidates must present to the University administration, or ensure that the University administration is in possession of, the following documents on unstamped paper:

Their stamped application for enrolment in the first year of the doctorate, with the following documents attached:

- a) A signed photocopy of a valid form of identity;
- b) Self certification of citizenship;
- c) The original, a photocopy or a declaration made in lieu of certification of the diploma received upon leaving secondary school, or, for foreign or E.U candidates, a photocopy of the certificate that allowed them to gain admission to University;
- d) Degree certificate with final mark – for those candidates who graduated from the Università degli Studi di Bergamo a copy this certificate will be automatically placed with the documentation provided by the candidate by the University administration (Presentation of self-certification in place of the academic qualification is however permitted, under the terms of Article 46 of the Unified Code for legislative and regulatory provisions regarding administrative documentation – Presidential Decree (DPR) 445, passed on 28 December 2000);
- e) A declaration that the candidate is not contemporaneously enrolled in another University or at another Institution of Higher Education, or indeed on another course at the University of Bergamo. The declaration must also state, in case of matriculation in a post-graduate school or on a specialist course, the candidate's awareness that he/she must suspend attendance of this course, and that he/she cannot enrol in another University course, either on or off site, for the duration of the doctorate;
- f) A declaration that the candidate has not previously received other student bursaries for the purpose of studying for a doctorate;

European and foreign nationals must have an adequate knowledge of the Italian language.

Article 8 STUDENT BURSARIES

The student bursary amounts to a total of 13,638.47 Euros per annum, and is subject to deductions for INPS welfare contributions to the state scheme for atypical workers in accordance with the regulations in force. Student bursaries are awarded according to comparative evaluation of merit and therefore according to the order defined in the list of results compiled by the examination board. Each bursary is awarded by the examination board according to the position of candidates on the list, taking into account the personal preferences of the candidates themselves.

Student bursaries are paid by deferred payment, in two-monthly instalments.

During periods of study abroad, where authorised by the Board of teachers, the student bursary is increased by 50% (during periods of active residence abroad). Periods of study abroad cannot last in excess of half of the duration of the doctorate itself.

PhD student bursaries cannot be received in conjunction with any other student bursary, for any qualification, apart from those granted by national or foreign institutions to



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aid periods of study abroad, beneficial to the completion of the research activities of the doctorate student.

Any candidate who has previously received a student bursary for a doctorate, even for one year, cannot request another.

Candidates granted a student bursary financed by an external body should, when accepting the bursary, inform themselves as to any particular conditions stipulated by the agreement with the financing body.

Student bursaries will be confirmed with the passage of the doctoral students into the following year of the course, except in case of a justified decision to the contrary by the Board of teachers.

Where a doctoral student fails to complete the course, the student bursary will be withdrawn and he/she obliged to repay any instalments already received as well as those already laid aside for the year in question. University fees, if applicable, and regional student fees are non-refundable.

Within the margins stipulated by the Board of teachers, doctoral students have the right to claim expenses from the funds of the department to which their doctorate is linked, for:

1. Participation in specialist courses, meetings and conventions:
 - a) Payment of enrolment fees;
 - b) Reimbursement of travel expenses and of board and lodging.
2. Movement between the main institution and partner institutions, or other institutions as indicated by the course coordinator:
 - a) Reimbursement of travel expenses;
 - b) Contributions to board and/or lodging expenses.
3. Periods of study or of research abroad:
 - a) Reimbursement of economy class airline return ticket;Any fees to be paid to the host University.

Article 9

TUITION FEES AND CONTRIBUTIONS

Where student bursaries have been awarded by public or private bodies in agreement with the University, tuition fees and contributions, equal to 1,033.00 Euros, will also be paid by the financing body, unless indications are made to the contrary.

Pre-emptively exempt from payment of tuition fees and contributions, are all doctoral students benefiting from student bursaries funded by one of the following:

- Funds distributed in accordance with Ministerial decrees, referred to in article 4, paragraph 3 of Legislation number 210 of 3 July 1998, and with Ministerial decree (D.M.) number 492 of 3 November 2005;
- The University of Bergamo's own funds;
- The funds of a partner institution.

Doctoral students who do not benefit from a student bursary, including those who receive payment for research, are also pre-emptively exempt from payment of tuition fees and contributions.

All doctoral students are required to pay a regional student fee. This fee amounts to 100.00 Euros except in case of changes made by the Region of Lombardy.



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Article 10 DUTIES OF DOCTORAL STUDENTS

The Board of teachers establishes the level of progress expected from doctoral students on an annual basis. For each doctoral student a development plan, aimed at ensuring the acquisition of the skills necessary to carry out research activities at a high level, is approved. For this purpose, the Board of teachers nominates a supervisor responsible for keeping track of the development plan of each doctoral student, and for giving them advice regarding their research activities, including the writing of their final thesis .

Students are forbidden to enrol in another PhD course or in another Institute of Higher Education for the duration of the course.

Students are forbidden to benefit from other student bursaries for the duration of the doctorate, apart from those granted by national or foreign institutions to aid periods of study abroad, beneficial to the completion of the research activities of the PhD student.

Doctoral students may, with the authorisation of the Board of teachers, take part in other research activities carried out by the University, provided they coincide with the educational objectives of the student.

The Board of teachers may also authorise doctoral students to carry out limited auxiliary or supplementary didactic activities, on the condition that no burden is placed on the State budget. Having carried out activities of this nature does not provide the doctoral student with additional rights regarding access to University roles.

Doctoral students are required to carry out diligently the activities demanded by the doctorate, as stipulated by the Board of teachers. Doctoral students must annually present a written report of all research activities and any didactic activities carried out, and of the results thus obtained. The student should likewise indicate participation in seminars, conventions or other academic enterprises and any resulting publications. The Board of teachers may also request the oral discussion of the report, in compliance with pre-determined conditions.

Doctoral students are required to be discreet when taking part in research activities requested by the Board of teachers. Where patented material is involved, students should refer to the regulations in force.

Doctoral students may carry out some of their own research with qualified organisations in Italy or abroad, provided they first obtain the authorisation of the course coordinator. The coordinator is then responsible for the presentation of his/her motives for authorising this activity at the first meeting held with the Board of teachers subsequent to the granting of said authorisation.

The authorisation of the Board of teachers must be obtained in advance for periods of time exceeding six months spent out with the University, or for the granting of extensions.

The doctoral student may carry out professional activities outside of the University, or continue to carry out professional activities already begun at the moment of enrolment in the doctorate, providing that the student obtains the authorisation of the Board of teachers, and that the activity is not to be carried out on a full time basis or that it takes place over a period of time not exceeding six months annually.

State employees admitted to study for PhDs will be placed on unpaid extraordinary leave for educational purposes in order to study for the duration of the course where benefiting from a student bursary. If a state employee is admitted to study for a PhD but does not receive a student bursary, or if he/she chooses not to accept said bursary, the individual in question will continue to receive payment, benefits and pensions contributions from the public office by which he/she is employed.



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PhDs can be suspended for documented periods relating to the following circumstances only: maternity, serious illness, military or civil service. Suspension is compulsory for pregnant students.

The Board of teachers, after consultation with the supervisor of the student in question, will authorise admission to the following year and to the final exam, or, where insufficient results have been obtained, will propose that the Chancellor act to exclude the student from completing the course.

Further motives for exclusion from the completion of the doctorate, where a justified decision is made by the Board of teachers, are:

- Professional activities carried out without the written authorisation of the Board of teachers;
- Enrolment in other University courses during the Doctorate;
- Prolonged and unjustified absences.

Article 11 GRANTING OF THE QUALIFICATION

The doctorate is awarded by the Chancellor of the Università degli Studi di Bergamo after passing the final examination, subject to submission of a doctoral thesis before sitting the final exam. The exam will be based upon the subject of the thesis, and will take the form of an interview. The final exam must be passed, and only one re-sit is permitted.

The doctoral thesis can, with the authorisation of the Board of teachers, be written in a foreign language.

If, for established reasons, a student cannot present his/her thesis before the agreed deadline, the Chancellor may, if advised by the Board of teachers and if so requested by the student in question, waive the set terms and admit the candidate to the final exam.

Postponement of the final exam is permitted in the following cases: prolonged illness, maternity, circumstances beyond our control, a need to elaborate on the doctoral thesis. In the first two instances the Board of teachers will record all relevant documentation. Cases falling into the last two categories will be evaluated on the discretion of the above.

The date fixed for the presentation of the doctoral thesis cannot be postponed. The doctoral student in question may however request that the University take into account certain circumstances which may justify absence in the following cases: illness and circumstances beyond our control. In the first instance the Board of teachers will record all the relevant documentation, and the second will be evaluated on the discretion of the above.

The examination board for each PhD is formed, and its members nominated, in compliance with University Regulations.

Article 12 TREATMENT OF PERSONAL DATA

Candidate's personal details will be collected and held by the general administration services - U. O. Gestione amministrativa, selezioni, sportello informativo dell'Università degli Studi di Bergamo in compliance with Article 13, paragraph 1 of Legislative decree number 196 of 30 June 2003, and will be used only for the purposes of the selection procedure and for possible subsequent hiring of personnel.

These details can be communicated only to the public administration services in need of information regarding the economic and legal position of those candidates successful in their application for admission to a PhD.



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Article 13
DICHANCELLOR OF PROCEEDINGS

Doctor Natalia Cuminetti (D4), General Administrative Services - U.O. gestione amministrativa, selezioni, sportello informativo sito in Via Dei Caniana, 2 - 24127 Bergamo, fax +39 035 2052.862, e-mail: selezioni@unibg.it, is responsible for the current selection procedure.

Article 14
INFORMATION

This announcement of competitive entrance examinations along with copies of the attached entry application facsimile and the facsimile for applications for declarations made in lieu of certification and for declarations made in lieu of an attested affidavit will be made available on the Università degli Studi di Bergamo official web-site: http://www.unibg.it/struttura/struttura.asp?cerca=bandi_dottorati

Further information and detailed regulations can be obtained directly from Rag. Rosanna Piubeni (C4) or Dott. Sara Zappella (C1), at the University's General Administration Services – – U.O. Gestione procedure concorsuali e selezioni - Via Dei Caniana, 2 - 24127 Bergamo, tel. +39 035 2052.876, fax +39 035 2052.862.

Article 15
POSTPONEMENT

Although neither anticipated nor regulated by this announcement, in case of postponement please refer to the relevant clauses contained in Article 4, Legislation number 210 of 3 June 1998, in Ministerial decree number 224 of 30 April 1999, the Regulations currently in force at the University itself regarding the Doctorate and Presidential Decree (DPR) number 487/1994 in its present form as modified by Presidential decree (DPR) 693/96.

Bergamo, 05 August 2009
Decree number 16384/IV/009

THE CHANCELLOR
(Prof. Alberto Castoldi)
Signed Prof. Alberto Castoldi



UNIVERSITÀ DEGLI STUDI DI BERGAMO
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Attachment A model of hard-copy for Selection Procedure A

FAC-SIMILE OF APPLICATION FOR ADMISSION (to be rewritten)

To
The Chancellor
Of the Università degli Studi di Bergamo

The undersigned (surname and first name) _____
_____ born (place of birth) _____
(Province* _____) on the _____ resident in _____
(Province* _____) at (Address) _____ Postcode _____.

R E Q U E S T S

For permission to participate in the competitive examination for admission to the
Doctorate course in: _____

_____.

Fully aware of the penal sanctions resulting from false declarations, as referred to by
article 76 of Presidential decree (DPR) 445/2000, declares:

- a) That he/she is a citizen of _____;
- b) That he/she possesses an adequate knowledge of the Italian language (for foreign and E.U nationals);
- c) That he/she holds a degree in _____ Class
(only in case of Italian Specialist - five year – degree) _____
obtained on the (date) _____ from the University of _____
_____ with the following final result: _____;
or
- d) That he/she is due to obtain a degree in _____ Class (only in
case of Italian Specialist - five year – degree) _____ from
the University of _____ and that he/she will
commit him/herself to the presentation of said degree certificate no later than 31
December 2009;
- e) (reserved for those candidates who are in possession of an academic qualification
granted abroad that has already been declared equivalent to the Italian degree by Decree
of the Chancellor):
That he/she holds a degree in _____, granted by
the following foreign University: _____,
declared equal to the Italian degree with Decree of the Chancellor number _____
_____ on the date _____ at the University of _____
_____;

* If in Italy

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- f) (reserved for those candidates who are in possession of an academic qualification granted abroad which has NOT already been declared equivalent to the Italian degree by Decree of the Chancellor):
 That he/she attaches the request for a declaration of equivalence, addressed to the Board of teachers for the Doctorate in _____, accompanied by all documents deemed relevant and therefore of use to the Board of teachers when drawing up a declaration of equivalence for the foreign qualification in question, requested with the sole intention of gaining access to the desired Doctorate (See attachment B)
- g) that he/she commits to attending the Doctorate course on a full-time basis in accordance with the terms laid down by the Board of teachers;
- h) that he/she has knowledge of the following foreign languages _____
 _____;
- i) that he/she will promptly communicate any changes in residential address or contact details;
- j) Skype address (if possessed): _____

and attaches two copies of his/her **Academic Record**, detailing all professional experiences considered relevant to the course.

The undersigned grants permission for his/her personal data to be used, in accordance with Legislative Decree 196/2003, as required by the current selection procedure.

Contact details for the communication of information regarding the competitive entrance examinations:

Town _____ (Province. ___) at (Address) _____
 _____ postcode _____ telephone number _____ e-mail
 address: _____;
 (foreign citizens are required to indicate an Italian address instead of their home address.)

Date,

Signed

.....



UNIVERSITÀ DEGLI STUDI DI BERGAMO
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Attachment A for Selection Procedure B

FAC-SIMILE OF APPLICATION FOR ADMISSION (to be rewritten)

To
 The Chancellor
 Of the Università degli Studi di Bergamo

The undersigned (surname and first name) _____
 _____ born (place of birth) _____
 _____ (Province.* _____) on the _____ resident in _____
 (Province*. _____) at (Address) _____ Postcode _____.

R E Q U E S T S

permission to participate in the competitive examination for admission to the
 Doctorate course in: _____

 _____.

fully aware of the penal sanctions resulting from false declarations, as referred to by
 article 76 of Presidential decree (DPR) 445/2000, declares:

- a) That he/she is a citizen of _____;
- b) That he/she possesses an adequate knowledge of the Italian language (for foreign and E.U nationals);
- c) That he/she holds a degree in _____ Class
 (only in case of Italian Specialist - five year – degree) _____
 obtained on the (date) _____ from the University of _____
 _____ with the following final result: _____;
 or
- d) That he/she is due to obtain a degree in _____ Class (only in
 case of Italian Specialist - five year – degree) _____ from
 the University of _____ and that he/she will
 commit him/herself to the presentation of said degree certificate no later than 31
 December 2009;
- e) (reserved for those candidates who are in possession of an academic qualification
 granted abroad that has already been declared equivalent to the Italian degree by Decree
 of the Chancellor):
 That he/she holds a degree in _____, granted by
 the following foreign University: _____,
 declared equal to the Italian degree with Decree of the Chancellor number _____
 _____ on the date _____ at the University of _____

* If in Italy

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- f) (reserved for those candidates who are in possession of an academic qualification granted abroad which has NOT already been declared equivalent to the Italian degree by Decree of the Chancellor):
 That he/she attaches the request for a declaration of equivalence, addressed to the Board of teachers for the Doctorate in _____,
 accompanied by all documents deemed relevant and therefore of use to the Board of teachers when drawing up a declaration of equivalence for the foreign qualification in question, requested with the sole intention of gaining access to the desired Doctorate (See attachment B)
- g) that he/she commits to attending the Doctorate course on a full-time basis in accordance with the terms laid down by the Board of teachers;
- h) that he/she has knowledge of the following foreign languages _____
 _____;
- i) that he/she will promptly communicate any changes in residential address or contact details;
- j) Skype address (if possessed): _____

and attaches two copies of his/her **Academic Record** (detailing all professional experiences considered relevant to the course) and a research project or letter of academic interest written by the candidate, two letters of reference from Italian or foreign academics, and any documents deemed relevant to the selection procedure such as academic qualifications, employment reports, etc.

The undersigned grants permission for his/her personal data to be used, in accordance with Legislative Decree 196/2003, as required by the current selection procedure.

Contact details for the communication of information regarding the competitive entrance examinations:
 Town _____ (Province. ___) at (Address) _____
 _____ postcode _____ telephone number _____ e-mail
 address: _____;
 (foreign citizens are required to indicate an Italian address instead of their home address.)

Date,

Signed

.....



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Attachment B

FAC-SIMILE OF APPLICATION FOR THE DECLARATION OF A QUALIFICATION AS EQUIVALENT TO THE ITALIAN DEGREE (to be rewritten)

TO
 COLLEGIO DEI DOCENTI
 OF THE DOCTORATE IN _____

The undersigned (surname and first name) _____
 _____ born (place of birth) _____
 _____ (Province.* _____) on the _____ resident in _____
 (Province*. _____) at (Address) _____ Postcode _____.

R E Q U E S T S

That his/her academic qualification be declared equivalent to the Italian degree, with the sole purpose of taking part in the competitive examinations for admission to the Doctorate in: _____

fully aware of the penal sanctions resulting from false declarations, as referred to by article 76 of Presidential decree (DPR) 445/2000, attaches the following documents:

(Please attach all documents relevant to the evaluation of the qualification in question by the Board of teachers, e.g. programme of examinations passed etc; duly translated and legalised by the competent Italian bodies in accordance with current regulations governing the admission of foreign students to Italian universities.)

1) _____;

2) _____;

etc...

Contact details for the communication of information regarding the competitive entrance examinations:

Town _____ (Province. _____) at (Address) _____
 _____ postcode _____ telephone number _____ e-mail
 address: _____;

(foreign citizens are required to indicate an Italian address instead of their home address.)

Date,

Signed

* If in Italy

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