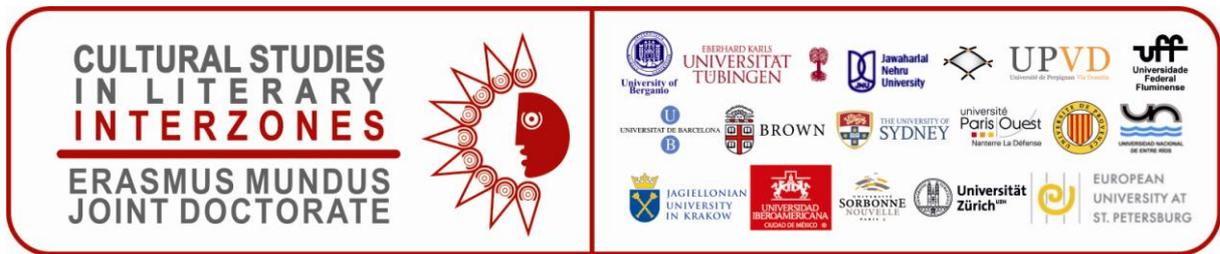




# UNIVERSITÀ DEGLI STUDI DI BERGAMO

## SERVIZI AMMINISTRATIVI GENERALI

### GESTIONE PROCEDURE CONCORSUALI E SELEZIONI



## CALL FOR APPLICATIONS

### EM fellowship application

### Introduction

This document has four parts. The first part explains the administrative and didactic structure of the programme (sections 1 – 10), the second part describes how to apply (sections 11 – 12), the third describes the selection process (12 – 15) and finally the last part describes pertinent details for students who are accepted and enrol in the *Cultural Studies in Literary Interzones* Doctorate.

### 1. Institution

As part of the European Union's ERASMUS MUNDUS II Programme, the University of Bergamo (Department of Letters and Philosophy) coordinates an Erasmus Mundus Joint Doctorate (EMJD) programme named *Cultural Studies in Literary Interzones*.

The programme is financially supported by the European Union's Erasmus Mundus II Framework. The University of Bergamo is the contractor that administers the European funds.

The programme's educational and scientific management is assigned to an Academic Council comprising the General Co-ordinator, one representative for each of the Programme's five Partner universities, six representatives of Associate Member universities and one external member.

The Consortium is administered by an International Board of Directors comprising the General Co-ordinator, five representatives of Partner Universities, five representatives of Associate Member Universities not represented in the Academic Council and two external members.

The full list of the *Interzones* degree-awarding Partners and Associate members can be found at the following website: <http://www.mundusphd-interzones.eu/struttura.asp?cerca=consortium>

### 2. Aims and Contents of the Doctorate

The purpose of *Cultural Studies in Literary Interzones* is to prepare doctoral students to become the global academics that elite universities seek out in the fields of European comparative literatures and cultural studies, or highly-qualified consultants in private businesses interested in global cultural phenomena.

The Ph.D. programme is designed for completion within three years, or six semesters. Each



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cohort begins the first Fall semester in September in Bergamo, Italy. After that, students' trajectories vary according to the mobility track set out for each. The subject areas covered by the Doctorate include comparative literature, cultural anthropology and visual culture.

Before applying, please familiarize yourself with the mandate and goals of the *Interzones* Erasmus Mundus Joint Doctorate. Applicants are responsible for studying the website and should pay particular attention to the *Interzones* Doctoral Student Handbook (I.D.S.) found on the program page. Consult the archives and the other rubrics (where you will find videos, texts, and useful links) to learn more about the activities of *Interzones* students and academics.

### 3. The Programme's Research Objectives

*Interzones* is a programme selected and funded by the EU for its innovative and challenging approach to the Humanities: it is designed to nurture and promote PhD/doctoral dissertations in a dynamic, multi-centre and cosmopolitan academic environment. We seek to prepare gifted doctoral students to become the global academics which elite universities seek out in the fields of European comparative literatures and cultural studies, or highly-valued consultants in private business sectors interested in global cultural phenomena. For this reason, our PhD/doctoral candidates will be required to pursue their studies in several research/graduate centres or doctoral schools situated in four different countries.

The Doctorate's intellectual agenda focuses on thinking in a non-identitarian way about the complexities, overlaps, divisions but also similarities which structure cultural, literary and artistic environments across nations, social classes, genders, ideological commitments, or historical periods. Social and cultural entities such as "Europe," for example, currently tend to be conceptualized only in terms of their limits and contours. As a consequence, the tools (such as identity, otherness, difference, colonization, entropy, etc.) with which artistic and literary productions are analyzed have tended to reproduce, or even to produce, a pre-existing idea of what it might mean to have (or not have) a nation, an ethnicity, a personality, a culture. We want to move beyond such often automatized identifications. Therefore we think of these entities – modes of being as areas of interaction – as zones: mental conditions, spaces, polysystemic meeting-places (and sometimes battlegrounds), sites not only of contestation or compliance but of invention and creativity. We take our inspiration from places like Kalin's, a tavern where a yellow line is painted on the floor to delineate the frontier between Slovenia and Croatia, itself part of a bigger venue, full of life, both a cultural space and an interzone. We understand cultural studies as a vital and elegant means not only of thinking of communication beyond the automatisms of common conceptualisations, but also as a means to ask how communication within and beyond various entities such as personality, ethnicity, and nation can be renewed and reinvented. It is under these premises that we want to ask: how do the inhabitants of interzonal spaces and conditions exist?

### 4. Didactic Structure and Students' Life

We explicitly invite innovative project proposals which are prepared to strike out into new territory. Within the programme, we can provide expert supervision and academic



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accompaniment in a wide variety of fields (and their interconnections), including empirical cultural studies, media studies, philosophy, art history, European literatures in most modern languages, and their postcolonial extensions. Concerning the didactic progression of their doctoral research activities, candidates are invited to carefully read sections 7 to 9 (below).

The languages of tuition are French and English. Besides these two, a good knowledge of a third modern European language (among the following: Spanish, Italian, Portuguese, German, Russian, Polish, or Catalan) is required.

A wide variety of facilities (such as language centres to learn or improve a fourth or fifth foreign language, sports and cultural activities, pastoral care to facilitate accommodation and visa procedures) are offered everywhere in the Consortium at no extra cost.

Candidates are invited to carefully read the paragraphs below and to submit their applications to <http://www.mundusphd-interzones.eu/struttura.asp?cerca=applications>.

Successful candidates will be granted an employment contract with the Interzones consortium by the coordinating university, Bergamo. This contract offers doctoral students the responsibilities and benefits of employment, and includes a fellowship that amounts to a maximum annual salary of 22.800,00 Euros (net before tax)

#### **5. Role of the Academic Council**

The Academic Council sets the standards that doctoral students must attain and approves an academic plan and a mobility programme for each student aimed at developing the skills needed for highly-qualified research work. For this purpose, the Academic Council appoints a minimum of two supervisors, whose duty is to oversee the student's progress and guide his/her research and the drafting of a final thesis. Doctoral students must regularly attend the activities included in the Doctorate, as set by the Academic Council, and comply with the mobility plan submitted with their application and subsequently approved by the Academic Council. The obligations of all doctoral students are set by the Academic Council and are to be found in the *Interzones* Doctoral Student Handbook (I.D.S.)

Students are not allowed to enrol simultaneously in another Doctorate or Postgraduate school.

Fellowships are awarded exclusively for full-time enrolment in the doctorate, therefore fellowship holders must not be engaged in any form of external employment, all the more so as they benefit from a very generous employment contract with *Interzones*.

#### **6. Fellowship Students**

Up to 10 fellowships are offered each year (the exact number is confirmed by the Executive Agency for the Education and Culture Commission in late November each year). Students with these fellowships qualify for the Employment Contract specified in section 18 below. They are usually divided into:



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6 Category A Fellowships can be awarded to candidates selected by EMJD consortia who come from a country other than “a member State of the European Union<sup>1</sup> or EEA-EFTA State (Iceland, Norway and Lichtenstein)” and who are not residents nor have carried out their main activity (studies, work, etc.) for more than 12 consecutive months during the 5 years prior to the application deadline in one of these countries.

3 or 4 Category B Fellowships can be awarded to any candidate selected by EMJD consortia who do not fulfil the Category A criteria defined above.

Candidates who have previously received an Erasmus Mundus Masters scholarship can apply for either Category A or Category B. Though, if their nationality is one of the EU countries or of the EEA-EFTA State (Iceland, Norway and Lichtenstein), they can only apply under Cat. B.

No more than two candidates with the same nationality will be selected within each category.

## 7. Mobility Options

The doctoral mobility plan requires that all students spend the first semester of their doctoral studies at the University of Bergamo, after which they opt for a specific mobility respecting the rules stated below.

Students' mobility programmes are based on three criteria. The mobility should reflect the research interests and the linguistic capacities of the doctoral student. They should, therefore, attempt to pair their research with faculty and facilities at appropriate universities (the official website, and its research network page especially, should be of great help here). The third criteria is of course the cat. A / cat. B status of the student (see below) as some options are specific to each category.

The mobility track submitted by the Ph.D. candidate must later be approved by the Academic Council before becoming effective, of course, once the candidate is selected and registered.

During enrolment, students may be requested by the Academic Council to submit an alternative mobility path more suited to their academic profile if the research project has evolved significantly in the months before the induction semester actually starts in late September.

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<sup>1</sup> List of European Union countries: **Belgium, Bulgaria, Croatia, the Czech Republic, Denmark, Greece, Estonia, Germany, France, Italy, Ireland, Spain, Cyprus, Lithuania, Latvia, Luxembourg, Malta, Hungary, the Netherlands, Austria, Poland, Portugal, Romania, Slovenia, the Slovak Republic, Finland, Sweden, the United Kingdom and EEA-EFTA States (Iceland, Norway, Lichtenstein).**

This implies that, unless there is a governmental decision implemented before the opening of the recruitment campaign concerning the following countries, the students who have lived, worked or studied in **Switzerland, Turkey or the Western Balkan countries (Albania, Bosnia-Herzegovina, Kosovo, Macedonia, Montenegro and Serbia)** can apply to Category A fellowships as well as, of course, students who have lived, worked or studied in any other country outside geographical Europe.



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Table 1. Mobility options for doctoral students

See definitions in article 6 above.	Category A Students	Category B Students
Semester 1	<b>Bergamo (All Students)</b>	
Semesters 2 & 3	<b>Tübingen / Perpignan</b>	<b>New Delhi / Niteroi-Rio Tübingen / Perpignan /</b>
Semester 4	Any Associate Member or Partner (except the two degree-awarding institutions chosen for semesters 2/3/5/6) (*SEE BELOW, for details according to your situation)  <b>Aix-Marseille / Barcelona / Bergamo / Brown / Krakow / Mexico City / New Delhi / Niteroi-Rio de Janeiro / Parana-UNER (Argentina) / Paris Ouest-Nanterre / Paris Sorbonne-Nouvelle / Perpignan / St Petersburg / Sydney / Tübingen / Zürich</b>	
Semesters 5 & 6	<b>Bergamo / Tübingen / Perpignan</b>	<b>Bergamo / Tübingen / Niteroi-Rio / Perpignan</b>

\* Each doctoral student must spend at least two thirds of his/her mobility in Europe. The university chosen for Semester 4 therefore depends on the choice of the two degree-awarding/granting Partner universities (your two main supervisors will be Full Professors from these two institutions):

a) If two European universities are chosen, the student can opt for any other Partner or Associate Member university (12 options). If the student has spent more than 12 months in Europe during the 5 years prior to his/her application, s/he must choose a university outside Europe, which limits the choice to 7 options: Brown, St. Petersburg, Sydney, Rio, Mexico, Buenos Aires or New Delhi.

b) If New Delhi or Rio are chosen as one of the two degree-awarding Partner universities, the student must choose between another European university (excluding the one awarding the degree) and one of the following: Aix, Barcelona, Paris Sorbonne Nouvelle, Paris Ouest-Nanterre, Krakow or Zürich.

Non-European students will thus spend most (or all) of their semesters in European institutions, whereas European students will spend at least 1 semester (and a maximum of 3) outside the



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European Union.

Nota Bene: The following rules must also be respected

- Doctoral students who choose the University of Bergamo as one of the two degree-awarding Partner universities must spend Semesters 5 and 6 in Bergamo.
- European doctoral students cannot choose Bergamo, Tübingen or Perpignan as one of the two degree-awarding universities if their last degree was received respectively from an Italian, German or French university (the only exception to this rule would be for a category B student who would apply for a mobility track entirely spent in EU countries). They can however choose universities in such locations for Semester 4 if New Delhi or Rio is one of the two degree-awarding universities.
- New Delhi and Rio cannot be both chosen as the two degree-awarding universities for the same doctoral student. One of the two must be a European university.
- Cat. A doctoral students (without EMMC master) cannot choose New Delhi or Rio as one of the two degree-awarding universities.

**Examples (from 3 fictitious students) of valid mobility paths for Erasmus Mundus *Interzones* Fellows: Be aware that there are many more possibilities than those presented below.**

#### A) Cat. A PhD students

	Student One	Student Two	Student Three
Degree-Granting Partner Universities	Perpignan and Bergamo	Perpignan and Tübingen	Tübingen and Bergamo
Semester One	Bergamo	Bergamo	Bergamo
Semester Two	Perpignan	Perpignan	Tübingen
Semester Three	Perpignan	Perpignan	Tübingen
Semester Four	Sydney	Brown	Paris X
Semester Five	Bergamo	Tübingen	Bergamo
Semester Six	Bergamo	Tübingen	Bergamo

#### B) Cat. B PhD students

	Student One	Student Two	Student Three
Degree-Granting Partner Universities	Perpignan and New Delhi	Rio and Tübingen	Perpignan and Bergamo
Semester One	Bergamo	Bergamo	Bergamo
Semester Two	Perpignan	Rio	Perpignan
Semester Three	Perpignan	Rio	Perpignan
Semester Four	Paris X	Barcelona	Buenos Aires
Semester Five	New Delhi	Tübingen	Bergamo



## 8. Doctoral Students' Work Assignments and Research Activities

The academic plan of doctoral students comprises the following activities:

a) All students spend the first semester at the University of Bergamo where they attend methodological seminars. The theme for 2013 is "Subversions of meaning".

b) Semesters two and three must be spent at the first of the two degree-awarding Partner universities. Here the student will choose a corpus and topic for research, under the guidance of a first Supervisor. S/he will also begin the secondary activities listed in the portfolio (see Table 2 below), resulting in a total of 60 E.C.T.S. credits.

c) The fourth semester must be spent at another university, generally located on a different continent, in line with the guidelines and limitations specified in section 7 above. Here the student will draw on his/her knowledge of the literature to consult references, relying on locally available databanks and libraries and enjoy regular exchanges with local professors whose own research activities are relevant to the student's thesis.

d) Semesters five and six are spent at the second degree-awarding university. This period will be used to write the doctoral thesis. Students must also improve their written/oral communication skills by carrying out activities listed in the table below (see Table 2).

The whole programme covers six consecutive semesters, for a total of 180 E.C.T.S. credits, including 120 credits for the thesis and 60 for secondary portfolio activities carried out during the mobility period.

Table 2. Portfolio of secondary activities qualifying for 60 E.C.T.S. credits

Producing an article for publication in a peer-reviewed journal	20 ECTS
Organizing a conference, round table or symposium	20 ECTS
Proof-reading and/or editing an article in a journal	20 ECTS
Preparing and conducting an interview and writing it up as an article	20 ECTS
In-depth review of a critical essay	10 ECTS
Teaching experience at higher-education level	20 ECTS
Webmastering activities (a website or online journal linked to <i>Interzones</i> issues)	20 ECTS
Participation in a Doctoral Seminar with pre-defined assignments	10 ECTS
Postgraduate training programme	10 ECTS

Should the results or achievements be unsatisfactory, the Academic Council (after consulting



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the Supervisor) will propose a motivated ruling of exclusion from the programme. The monthly allowance and travel expense reimbursements of the student will then be stopped.

The reasons for exclusion from the doctorate supporting a motivated ruling by the Academic Council are as follows:

- Unsatisfactory results (number of E.C.T.S. credits not attained)
- Involvement in other forms of employment;
- Simultaneous enrolment in other academic or tertiary education courses;
- Unexplained, prolonged absence;
- Unjustified failure to comply with the mobility programme.

## 9. Supervision Mechanisms

Each student will be assigned a minimum of two main supervisors upon which s/he will depend for academic guidance. Moreover, four to five additional academics in the various research centres of the Consortium will act as tutors and peer colleagues to follow and guide them in their activities. A Main supervisor (appointed between September and December of the first semester) will act as leader of this pool of experts and supervisors. Not only is his role essential in assisting the Ph.D. candidate to fix his/her mobility options and refine his/her research project in the earliest stages of the Doctorate but s/he will regularly updates the Research Progression Form which will be circulated every three months among the Consortium and the other co-supervisors (an abridged version will also be posted on the Interzones website under the rubric: People/Doctoral Students) to make the Ph.D. candidate's research more visible to everyone.

At the Consortium level, a Supervisors' coordinator is appointed by the Academic Council to guarantee that supervision mechanisms are in place across the consortium. S/he will be in a position to ask for audit or assistance from the Academic Council's external examiner. The new technologies made available by the University of Bergamo will connect all supervisors in a secured e-platform which will facilitate the consultation, exchange and analysis of information amongst students, professors and the Academic Council.

## 10. The Degree-Awarding Process

The course terminates with the awarding of a Doctorate in Cultural Studies in Literary Interzones. This qualification is issued in co-tutelle formula by the two Partner universities chosen by the student. It is attained by gaining 60 E.C.T.S. credits in the portfolio of secondary activities and by passing a final examination centred on a Doctoral Thesis, worth 120 E.C.T.S. credits.

The qualification will be issued with a Diploma Supplement delivered by the University of Bergamo on behalf of all *Interzones* Partners. The Diploma Supplement will record all the options chosen by the student during the six semesters of his/her programme, his/her academic achievements and the description of the course contents and evaluation, in accordance with the guidelines set by the Treaty of Lisbon.



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The final examination consists in an interview with the doctoral student centred on his/her thesis, and will be conducted in several languages by members of the jury. The thesis can be written in any of the languages of the Consortium, subject to authorisation by the Academic Council. Students are obliged to attend the final examination.

Each student, regardless of his/her Degree Awarding University, must submit, at the end of the course, a formal inscription for the viva to the University of Bergamo, as administrative seat of the programme. Anyway, each student will receive an explicative e-mail message about this procedure.

#### 11. Requirements and Documents for Applications to the Erasmus Fellowship

There is no age, citizenship, gender, ethnicity, class, religion, political affiliation or ability prerequisite for those wishing to apply. The requirements and documents for applicants are as follows:

a) An MA or MPhil (or any equivalent degree giving access to doctoral studies in the country where the Masters Degree was awarded) with excellent results is the minimum qualification. Students must have completed a minimum of four years of post-graduate study in order to be considered eligible to apply. Candidates will be required to provide original transcripts with their application and degree certificates prior to the beginning of the Course, within 31<sup>st</sup> August 2014. Failure to provide these documents on time will bar students from joining the doctorate.

b) Proficiency in English and French and a third language chosen among those of the Consortium: Italian, German, Portuguese, Polish, Russian, Spanish or Catalan. The language skills are defined by criteria in the European Language Portfolio Document (see Annex 1).

c) Application to the programme indicates a commitment on the part of the student to full-time participation in the required activities of the *Interzones* doctorate as required by the Academic Council and to compliance with the Doctoral Candidate Agreement (and the mobility programme underwritten in the application).

#### Applications must be submitted with the following attachments:

1) Application form (use the template which is available for download on: <http://www.mundusphd-interzones.eu/struttura.asp?cerca=applications> ) containing the statement for inclusion in Category A or Category B

- Category A candidates must state that they are not residents nor have carried out their main activity (studies, work, etc.) for more than 12 consecutive months during the 5 years prior to the application deadline for application in a member State of the European Union<sup>2</sup>

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<sup>2</sup> List of European Union countries: **Belgium, Bulgaria, Croatia, the Czech Republic, Denmark, Greece, Estonia, Germany, France, Italy, Ireland, Spain, Cyprus, Lithuania, Latvia, Luxembourg, Malta, Hungary, the Netherlands, Austria, Poland, Portugal, Romania, Slovenia, the Slovak Republic, Finland, Sweden, the United Kingdom and EEA-EFTA States (Iceland, Norway, Lichtenstein).**

This implies that, unless there is a governmental decision implemented before the opening of the recruitment campaign concerning the following countries, the students who have lived, worked or studied in **Switzerland, Turkey or the Western Balkan countries (Albania, Bosnia-Herzegovina, Kosovo, Macedonia, Montenegro and Serbia)** can



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or EEA-EFTA State (Iceland, Norway and Lichtenstein)

Or

- Category B candidates must state that they are residents or they have carried out their main activity (studies, work, etc.) for more than 12 consecutive months during the 5 years prior to the application deadline for application in a member State of the European Union or EEA-EFTA State (Iceland, Norway and Lichtenstein)

#### 2) A Curriculum Vitae

3) The applicant's research project. For obvious reasons, we recommend that the research project is written in English or French (as they are the two official languages of tuition in the Doctorate) but we will also consider projects written in other languages of the consortium.

We invite to submit a short research proposal of 3 pages maximum + one page of ESSENTIAL/selected bibliography. The document WILL not exceed 1500 words, 10000 characters (spaces included). And we request that you follow meticulously the structure proposed further down below (the first part could be two-page long, the last two parts on one page:

#### I. Presentation of the project

a. Title (indicate in which language you wish to write your thesis)

b. What are the questions raised (5 lines maximum)

c. What are the objectives of such academic research

d. Relevance of the research in the field (what has been done, what are you offering)

e. Relevance to the Interzones (what theoretical aspect of the notion of Interzones do you intend to tackle

#### II. Corpus of study and justification

#### III. Methodology and Theoretical Framework

#### IV. Essential/Selected bibliography

4) If held, any foreign language proficiency certificate if some of the above documents do not already prove that the candidate is fluent in the relevant languages. We are not requiring certified copies or translations of these documents. The language skills are defined by criteria in the European Language Portfolio Document (see Annex 1 on <http://www.mundusphd-interzones.eu/struttura.asp?cerca=applicationform> ).

#### 5) A list of publications (books, articles, Post-Graduate research papers) relevant to selection

6) A letter of reference signed by the degree dissertation / thesis Supervisor at the academic institution that awarded the required Degree, as specified in Paragraph 10(e) above. Needless to say, in certain universities in the world, these letters should be sealed and not accessible to the candidate. If the candidate is in such situation, we recommend that the referee sends his/her letter of recommendation to the general office ([interzones.phd@unibg.it](mailto:interzones.phd@unibg.it) ).

Applications and their attachments must be submitted online through the following webpage:

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apply to Category A fellowships as well as, of course, students who have lived, worked or studied in any other country outside geographical Europe.



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[http://193.204.255.37/esse3/Anagrafica/Registrazione.do?cod\\_lingua=eng&](http://193.204.255.37/esse3/Anagrafica/Registrazione.do?cod_lingua=eng&)

The University of Bergamo will verify the above-mentioned requirements and documents. If any of these are missing, the candidate will be excluded from selection.

A decree from the Rector will exclude from the competition all applications lacking the required degree and/or competing for the wrong category (see description of Category A and B in Paragraph 6). Other reasons for exclusion by the Academic Council include: incomplete applications (if any of the required documents are missing), irrelevance of the field in which the last degree was obtained, unsuitability of the linguistic skills (as claimed in the application) documented in the documents provided.

**Applications must be submitted no later than (ALL CATEGORIES) 11.59 a.m. (Italian time) on 4 December 2013**

Applications finalized after this deadline will not be considered. In order to ensure a fair treatment of all applications, we only accept on-line applications: applications sent by postal or electronic mail will not be processed.

## 12. Selection Procedure

The selection will take place in two phases:

- Phase 1 (pre-selection). In the first phase, complete applications will be vetted and the thirty best applications will be considered for final selection. Applicants who have made it to the final selection will be notified by email.
- Phase 2 (Final selection). In this phase the best applicants in each category are selected by the Academic Council. The selection is based upon the quality of the publications and documents submitted in the application and a skype interview in which members of the Academic Council will assess the linguistic skills of the applicants as well as their capacity to discuss their research project and other pertinent matters. The stage of selection may foresee two skype interviews, in English, French or another language of the Consortium (Italian, German, Portuguese, Polish, Russian, Spanish or Catalan), according to the necessity for the Academic Council to examine in depth the candidate on the subjects of the exam. The skype interviews will be conducted by the General co-ordinator and by a mini jury of two or three members of the Academic Council who interview the candidate in different languages in front of the Council, made of 12 representatives of the whole consortium. These interviews will focus on the applicant's research project and samples of writing or publications.

## 13. Pre-Selection Phase

The pre-selection of applicants, preliminary to the final selection, is carried out by the Academic



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Council who assess the applications according to the quality and pertinence of their academic and professional career, the proposed research topics, and publication history; as well as their academic record including grades achieved and the pertinence of the courses already completed; and the content of the reference letter.

#### 14. Final Selection Phase

Candidates who are selected for the final selection phase will be notified by email in early June 2014. At that time, the Academic Council will request the prompt submission of a maximum of 3 writing samples or publications illustrative of the applicant's best work. These texts will be assessed by the Academic Council and may be discussed in the final interview in early June. These documents will be submitted electronically.

The final selection may foresee two skype interviews, in English, French or another language of the Consortium (Italian, German, Portuguese, Polish, Russian, Spanish or Catalan), according to the necessity for the Academic Council to examine in depth the candidate on the subjects of the exam. The skype interviews will be conducted by the General co-ordinator and by a mini jury of two or three members of the Academic Council who interview the candidate in different languages in front of the Council, made of 12 representatives of the whole consortium. These interviews will focus on the applicant's research project and samples of writing or publications.

#### 15. Admission to the Doctorate

Category A and B applicants will be ranked following the final selection phase. Fellowship positions will be offered according to this ranking until the number of fellowships offered is covered. Applicants can withdraw their application, in which case they will be replaced by the next best candidate.

#### 16 Enrolment

In order to enrol in the first year of the doctorate at the University of Bergamo, applicants admitted to the programme must deliver or mail to the university's administration the following attachments:

- a) a signed photocopy of their identity document
- b) an original or authenticated copy of their MA degree qualification, translated into Italian, English or French

Applicants admitted to the programme must also sign a Doctoral Candidate Agreement (to be found in last two pages of the *Interzones* Doctoral Student Handbook - IDS), which specifies the student's activities and obligations. Students are strongly recommended to consult this document as often as necessary during their programme, as it contains rules and regulations on what is expected from an *Interzones* doctoral student to achieve the aims and objectives of the programme.



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Fellowship holders will not have to pay any tuition fees as participation costs are included in the fellowship.

#### 17. Employment Contract and Pay

Fellowship holders must sign an Employment Contract with the University of Bergamo. They will be paid in 12 equal monthly instalments, after checking that the obligations entered by the doctoral student have been honoured.

The net salary before tax per month is 1.900,00 Euros. The sums paid may fall into the following three types of direct taxation plans:

- a) Student fiscally considered an Italian resident: IRPEF withholding according to income brackets will be applied to the before-tax monthly sum of 1.900,00 Euros, as indicated in the inquiry made at Agenzia delle Entrate Direzionale Regionale, Lombardia (prot. 99796 of 15.12.2010), concerning D.P.R. n. 917/86.
- b) Student fiscally resident in a country other than Italy, who avails him/herself of the agreement to avoid double taxation and who chooses to pay taxes in their own country: the entire monthly sum of 1.900,00 Euros will be paid out, with the student paying taxes according to the fiscal rates applicable in his/her country of origin. For this purpose, the student must submit a certificate issued by the Tax Authorities of his/her country of origin proving his/her residence in a country other than Italy.
- c) Student fiscally resident in a country other than Italy, who cannot or does not wish to avail him/herself of the agreement to avoid double taxation: the before-tax monthly sum of 1.900,00 Euros will be paid after deducting the IRPEF withholding of 30%.

The monthly allowance can be combined with other grants, but not with other European Community grants. Candidates who have already benefited from an EMJD fellowship are not eligible for a second grant. Former EMMC students are.

In addition to the salary, fellowship holders will receive the following fixed contributions for travel and installation costs:

• **Category A students:** 7.500,00 Euros (gross plus burdens to be paid by the University administration) for the six semesters of doctoral studies / 5.340,00 Euros (net before tax) for the entire duration of the fellowship (three years), in the following 6 instalments: 890,00 Euros on 24 October 2014, 890,00 Euros on 24 March 2015, 890,00 Euros on 24 October 2015, 890,00 Euros on 24 March 2016, 890,00 Euros on 24 October 2016, 890,00 Euros on 24 March 2017.

• **Category B students:** 3.000,00 euros (gross plus burdens to be paid by the University administration) for the six semesters of doctoral studies / 2.100,00 Euros (net before tax) for the entire duration of the fellowship (three years), in the following 6 instalments: 350,00 Euros on 24 October 2014, 350,00 Euros on 24 March 2015, 350,00 Euros on 24 October 2015, 350,00 Euros on 24 March 2016, 350,00 Euros on 24 October 2016, 350,00 Euros on 24 March 2017.



# UNIVERSITÀ DEGLI STUDI DI BERGAMO

## SERVIZI AMMINISTRATIVI GENERALI

### GESTIONE PROCEDURE CONCORSUALI E SELEZIONI

The sums due to each fellowship holder will be paid by the University of Bergamo into a bank account opened by the University (unless the PhD student already has one, the details of which s/he will communicate to the central office).

The University of Bergamo will also take out an insurance policy to cover health and accident risks. The cost of this policy will bear on the University for fellowship holders.

The “para-subordinate” employment contract attached to the Erasmus Mundus Fellowship is an atypical contract which doesn’t foresee any obligations of presence in the university seats during predetermined periods (obligation of presence), but based on results to be achieved through a formative path fixed by the Interzones academic programme.

The Doctoral student is enrolled in the INPS Special Fund for Self-employed Workers as a para subordinate worker. As a result of the payment being subjected to the INPS Special Fund, the doctoral student who is absent for one of the reasons listed here below, provided the social security and income requirements set out by the University, shall receive a social security check by INPS, with suspension of payments by the University of Bergamo:

- illness within the maximum limit of 2 months for each year of the course up to a maximum of six months for the entire duration of the course; for absences lasting less than 30 days per year, the University shall continue to pay out the amounts due.
- maternity for a maximum period of five months, usually two months before the presumed date of childbirth and three months following said date (mandatory leave).

The conditions to obtain the social security benefits, and the relative amount, are established by the Italian social security institute, INPS (See the web site of the same institute: <http://www.inps.it/portale/default.aspx>). The medical certificate must be sent to the University of Bergamo and to the Italian INPS within 48 hours. Specific problems can be addressed to the Interzones programme secretary: [interzones.phd@unibg.it](mailto:interzones.phd@unibg.it).

In the event of illness if it does not last more than 3 days, the employer goes on with the regular payment, but in case of a longer sick leave (from 4 to 180 days in a solar year), the payment of the EMJD fellowship is suspended – only to be resumed once the candidate returns physically to the Doctorate. During the illness, the PhD student can either claim for social security benefits from his/her own national system (if more profitable due to previous working experience) or from the Italian social security institute, INPS.

The *Interzones* Doctoral Student Handbook (the last two pages of which form the Doctoral Candidate Agreement) and the Employment Contract will be maintained when a student moves to the next year of his/her studies, unless s/he is subject to expulsion procedures.

#### **17 bis. Resignation clause**

The doctoral student’s decision to withdraw from the programme shall result in the unilateral termination of the agreement and payment of any sums and contributions by the University.

#### **18. Treatment of Personal Details**

Candidates’ personal details will be held by the General Administration Service of the University of Bergamo and processed only for the purposes of the selection procedure and, if applicable, for



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

enrolment procedures. Such details can be disclosed only to government agencies concerned with the economic and legal position of candidates admitted to the *Interzones* doctorate.

**19. Director of Proceedings**

The person responsible for processing applications is the following:

Dott. William Del Re  
General Administration Service – U.O. Gestione procedure concorsuali e selezioni  
Via Dei Caniana, 2  
24127 Bergamo ITALY

Email: [selezionipersonale@unibg.it](mailto:selezionipersonale@unibg.it)

Bergamo, 3.10.2013

Decree Reg. Rep. No. 492/2013  
Prot. n. 22801/IV/9

THE *INTERZONES* LEGAL REPRESENTATIVE  
RECTOR OF THE UNIVERSITY OF BERGAMO  
(Prof. Stefano Paleari)  
Signed by Prof. Stefano Paleari

**ANNEX 1 - EMJD - CULTURAL STUDIES IN LITERARY INTERZONES**

		<b>A1</b>	<b>A2</b>	<b>B1</b>	<b>B2</b>	<b>C1</b>	<b>C2</b>
<b>U N D E R S T A N D I N G</b>	<b>Listening</b>	I can recognise familiar words and very basic phrases concerning myself, my family and immediate concrete surroundings when people speak slowly and clearly.	I can understand phrases and the highest frequency vocabulary related to areas of most immediate personal relevance (e.g. very basic personal and family information, shopping, local area, employment). I can catch the main point in short, clear, simple messages and announcements.	I can understand the main points of clear standard speech on familiar matters regularly encountered in work, school, leisure, etc. I can understand the main point of many radio or TV programmes on current affairs or topics of personal or professional interest when the delivery is relatively slow and clear.	I can understand extended speech and lectures and follow even complex lines of argument provided the topic is reasonably familiar. I can understand most TV news and current affairs programmes. I can understand the majority of films in standard dialect.	I can understand extended speech even when it is not clearly structured and when relationships are only implied and not signalled explicitly. I can understand television programmes and films without too much effort.	I have no difficulty in understanding any kind of spoken language, whether live or broadcast, even when delivered at fast native speed, provided. I have some time to get familiar with the accent.
	<b>Reading</b>	I can understand familiar names, words and very simple sentences, for example on notices and posters or in catalogues.	I can read very short, simple texts. I can find specific, predictable information in simple everyday material such as advertisements, prospectuses, menus and timetables and I can understand short simple personal letters.	I can understand texts that consist mainly of high frequency everyday or job-related language. I can understand the description of events, feelings and wishes in personal letters.	I can read articles and reports concerned with contemporary problems in which the writers adopt particular attitudes or viewpoints. I can understand contemporary literary prose.	I can understand long and complex factual and literary texts, appreciating distinctions of style. I can understand specialised articles and longer technical instructions, even when they do not relate to my field.	I can read with ease virtually all forms of the written language, including abstract, structurally or linguistically complex texts such as manuals, specialised articles and literary works.
<b>S P E A K I N G</b>	<b>Spoken Interaction</b>	I can interact in a simple way provided the other person is prepared to repeat or rephrase things at a slower rate of speech and help me formulate what I'm trying to say. I can ask and answer simple questions in areas of immediate need or on very familiar topics.	I can communicate in simple and routine tasks requiring a simple and direct exchange of information on familiar topics and activities. I can handle very short social exchanges, even though I can't usually understand enough to keep the conversation going myself.	I can deal with most situations likely to arise whilst travelling in an area where the language is spoken. I can enter unprepared into conversation on topics that are familiar, of personal interest or pertinent to everyday life (e.g. family, hobbies, work, travel and current events).	I can interact with a degree of fluency and spontaneity that makes regular interaction with native speakers quite possible. I can take an active part in discussion in familiar contexts, accounting for and sustaining my views.	I can express myself fluently and spontaneously without much obvious searching for expressions. I can use language flexibly and effectively for social and professional purposes. I can formulate ideas and opinions with precision and relate my contribution skilfully to those of other speakers.	I can take part effortlessly in any conversation or discussion and have a good familiarity with idiomatic expressions and colloquialisms. I can express myself fluently and convey finer shades of meaning precisely. If I do have a problem I can backtrack and restructure around the difficulty so smoothly that other people are hardly aware of it.
	<b>Spoken Production</b>	I can use simple phrases and sentences to describe where I live and people I know.	I can use a series of phrases and sentences to describe in simple terms my family and other people, living conditions, my educational background and my present or most recent job.	I can connect phrases in a simple way in order to describe experiences and events, my dreams, hopes and ambitions. I can briefly give reasons and explanations for opinions and plans. I can narrate a story or relate the plot of a book or film and describe my reactions.	I can present clear, detailed descriptions on a wide range of subjects related to my field of interest. I can explain a viewpoint on a topical issue giving the advantages and disadvantages of various options.	I can present clear, detailed descriptions of complex subjects integrating sub-themes, developing particular points and rounding off with an appropriate conclusion.	I can present a clear, smoothly-flowing description or argument in a style appropriate to the context and with an effective logical structure which helps the recipient to notice and remember significant points.
<b>W R I T I N G</b>	<b>Writing</b>	I can write a short, simple postcard, for example sending holiday greetings. I can fill in forms with personal details, for example entering my name, nationality and address on a hotel registration form.	I can write short, simple notes and messages relating to matters in areas of immediate needs. I can write a very simple personal letter, for example thanking someone for something.	I can write simple connected text on topics which are familiar or of personal interest. I can write personal letters describing experiences and impressions.	I can write clear, detailed text on a wide range of subjects related to my interests. I can write an essay or report, passing on information or giving reasons in support of or against a particular point of view. I can write letters highlighting the personal significance of events and experiences.	I can express myself in clear, well-structured text, expressing points of view at some length. I can write about complex subjects in a letter, an essay or a report, underlining what I consider to be the salient issues. I can select style appropriate to the reader in mind.	I can write clear, smoothly-flowing text in an appropriate style. I can write complex letters, reports or articles which present a case with an effective logical structure which helps the recipient to notice and remember significant points. I can write summaries and reviews of professional or literary works.