



UNIVERSITÀ DEGLI STUDI DI BERGAMO

SERVIZI AMMINISTRATIVI GENERALI

GESTIONE PROCEDURE CONCORSUALI E SELEZIONI



ERASMUS MUNDUS JOINT DOCTORATE



CULTURAL STUDIES IN LITERARY INTERZONES

FROM SELECTION TO REGISTRATION

1. Institution

As part of the European Union's ERASMUS MUNDUS II Programme, the University of Bergamo (Department of Literature, Arts and Multimedia) launches 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.

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 top 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.



UNIVERSITÀ DEGLI STUDI DI BERGAMO

SERVIZI AMMINISTRATIVI GENERALI

GESTIONE PROCEDURE CONCORSUALI E SELEZIONI

The Doctorate course has an official duration of three years (six semesters) for each round of students, beginning in September 2010. The subject areas covered by the Doctorate are comparative literature, anthropology and visual culture. The programme as a whole will run for three consecutive rounds of students (last round September 2014-September 2017).

Please read carefully the **Doctoral Candidate Agreement** to learn about the specific academic agenda behind *Interzones* before applying.

3. Type of Candidate

The 10 fellowships offered qualify for the Employment Contract specified in Paragraph 11 below. They are divided into:

6 Category A Fellowships, for European or non-European graduates who have not been residents nor have lived in Europe¹ (for study or work) for more than 12 consecutive months during the 5 years prior to the application deadline (10 December 2009)

4 Category B Fellowships, for European or non-European graduates who do not qualify for Category A. It is under Category B that candidates who have previously received an Erasmus Mundus Masters scholarship should apply (regardless of their nationality)

A maximum of two candidates of the same nationality can be selected within each Category.

Besides, another contingent of 10 further Non-fellowship candidates will be selected as specified in Paragraphs 6-9 below.

4. Requirements and Documents

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

a) An MA or MPhil (4 years of higher education with excellent results) in the field of Arts and Letters is the minimum qualification. Such degree qualification, or any other degree presented in applications, shall be considered by the Academic Council for eligibility to the competition, exclusively in view of admission to the *Interzones* doctorate.

¹ List of European Union countries: **Belgium, Bulgaria, 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 January 2010 concerning the following countries, the students who have lived, worked or studied in **Switzerland, Turkey or the Western Balkan countries (Albania, Bosnia-Herzegovina, Croatia, 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.



UNIVERSITÀ DEGLI STUDI DI BERGAMO

SERVIZI AMMINISTRATIVI GENERALI

GESTIONE PROCEDURE CONCORSUALI E SELEZIONI

b) A statement in applications by Category A candidates that the applicant has not lived in Europe for more than 12 consecutive months during the 5 years prior to the deadline for application.

c) A statement in applications by Category B candidates that the applicant has lived in Europe for more than 12 consecutive months during the 5 years prior to the deadline for application.

d) A statement in applications that the applicant is proficient in English and French, and in a third language chosen among those of the Consortium: Italian, German, Portuguese, Polish, Russian, Spanish or Catalan. The statement must conform with the criteria in Annex 1. Candidates must attach to their application any relevant certificate of language proficiency they hold.

e) A letter of reference signed by the applicant's degree dissertation/thesis supervisor at the academic institution that awarded the Degree, specifying and suitably motivating the top quality of the student's achievements.

f) A commitment in the application to full-time attendance 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).

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.

5. Terms and Dates for Application

Application forms must be submitted with the following attachments:

- 1) A Curriculum Vitae
- 2) The applicant's research project (min. 8 pages, plus a bibliographical sketch)
- 3) If held, any language proficiency certificates provided for by Paragraph 4(d) above
- 4) A list of publications (books, articles, Post-Graduate research papers) relevant to selection
- 5) A letter of reference signed by the degree dissertation / thesis Supervisor at the academic institution that awarded the required Degree, as specified in Paragraph 4(e) above

If any of these attachments are missing, applications will be excluded from selection.

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

http://193.204.255.37/esse3/Anagrafica/Registrazione.do?cod_lingua=eng&



UNIVERSITÀ DEGLI STUDI DI BERGAMO

SERVIZI AMMINISTRATIVI GENERALI

GESTIONE PROCEDURE CONCORSUALI E SELEZIONI

Applications must be submitted no later than:

- Category A: 7 pm (Italian time) on 10 December 2009
- Category B: 7 pm (Italian time) on 28 February 2010
- Non-fellowship Category: 7 pm (Italian time) on 28 February 2010

Applications finalised after these deadlines will not be considered.

6. Selection Procedure

The selection will take place in two phases:

- Phase 1 (pre-selection). In this phase the applications received are selected in order to obtain a maximum number of candidates equal to the triple of fellowships available for each category. The resulting list will be published by the Academic Council on the www.mundusphd-interzones.eu website. This will be followed by email notification to applicants admitted to the final selection.
- Phase 2 (final selection). In this phase the best applicants in each category are selected by the Academic Council. The list of successful applicants will be published by the Academic Council on the www.mundusphd-interzones.eu website. This list shall however wait for final validation from the European Commission's EACEA (Education, Audiovisual and Culture Executive Agency) in March 2010 (Category A) and May 2010 (Category B and non-fellowship Category). This will be followed by official email notification to applicants admitted to the programme.

7. Pre-Selection Phase

A pre-selection of applicants, preliminary to the final selection, will be made by the Academic Council's judgement, based on the following aspects :

- a) Assessment of the applicant's academic and professional career, as documented in the CV
- b) Quality and pertinence to the Doctorate's subject areas of the research project submitted by the applicant
- c) Importance and pertinence to the Doctorate's subject areas of the publications listed by the applicant
- d) Grade attained and pertinence to the Doctorate's subject areas of the Degree submitted by the applicant
- e) Content of the letter of reference signed by the Degree dissertation/thesis Supervisor at the academic institution that awarded the required degree.



UNIVERSITÀ DEGLI STUDI DI BERGAMO

SERVIZI AMMINISTRATIVI GENERALI

GESTIONE PROCEDURE CONCORSUALI E SELEZIONI

8. Final Selection Phase

Through pre-selection, the Academic Council identifies which applicants will be admitted to the final selection.

Admission to the final selection will be notified by email in December 2009 to pre-selected applicants, together with a request for prompt submission of a maximum of 3 samples of writing or publications chosen by the applicant as useful for selection. These texts will be assessed by the Academic Council and may be discussed in the final interview in the course of January. They can only be submitted under electronic form.

The final selection also includes a Skype Internet interview in English, French or another language of the Consortium (Italian, German, Portuguese, Polish, Russian, Spanish or Catalan). It will be conducted by members of the Academic Council and will focus on the applicant's research project and samples of writing or publications (if submitted).

9. Admission to the Doctorate

Successful applicants to Category A and B fellowships will be admitted to the Doctorate according to their position in the main list, until the number of fellowships offered is covered. Applicants can withdraw their application, in which case they will be replaced by the best next candidate down the main list.

The selection of non-fellowship candidates will follow the same selection criteria as those described above, except for what is required in Paragraph 4(b) and 4(c).

10. 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, within 45 days from the notification sent to them by email, the following attachments:

a) a signed photocopy of their identity document

b) an original or authenticated copy of their degree qualification, translated in Italian, English or French and legalised by the competent Italian Diplomatic Representation (i.e., the Italian Embassy in their country of origin).

Applicants admitted to the programme must also sign a Doctoral Candidate Agreement with the Consortium, specifying the student's activities and obligations.

Before attending the programme, non-fellowship candidates must pay the following tuition fees:



UNIVERSITÀ DEGLI STUDI DI BERGAMO

SERVIZI AMMINISTRATIVI GENERALI

GESTIONE PROCEDURE CONCORSUALI E SELEZIONI

- Non-European students: 3,600,00 Euros/year
- European students: 2,400.00 Euros/year

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

11. 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 2,000.00 Euros.

The direct tax applied to such payments can be of three types:

- 1) If a person is fiscally considered an Italian resident, that sum is subject to Italian income tax.

If a person is fiscally resident elsewhere, s/he shall check whether his/her country is listed in Annex 2 (providing a list of countries that have signed an agreement with Italy to avoid double taxation):

- 2) If so, the student will pay tax according to the fiscal rates applicable in his/her country of origin. For this purpose, the person must submit to the University of Bergamo a certificate issued by the Tax Authorities of his/her country of origin, proving his/her residence in a country other than Italy.

- 3) If not, that sum will be paid after deducting 30% income tax, in accordance with Italian fiscal legislation, since the Consortium is coordinated by a university based in that country.

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

Besides this pay, fellowship holders will receive the following fixed contributions for travel and installation costs:

- **Category A students:** 7,500.00 Euros for the entire duration of the fellowship (three years), in the following instalments: 1250 Euros for September-December 2009, 1250 Euros for January-June 2010, 1250 Euros for July-December 2010, 1250 Euros for January-June 2011, 1250 Euros for July-December 2011, 1250 Euros for January-September 2012. Students shall collect any kind of documents that prove their travel and installation costs and provide them to the University of Bergamo upon receipt of the instalments.



UNIVERSITÀ DEGLI STUDI DI BERGAMO

SERVIZI AMMINISTRATIVI GENERALI

GESTIONE PROCEDURE CONCORSUALI E SELEZIONI

- **Category B students:** 3,000.00 Euros for the entire duration of the fellowship (three years), in the following instalments: 500 Euros for September-December 2009, 500 Euros for January-June 2010, 500 Euros for July-December 2010, 500 Euros for January-June 2011, 500 Euros for July-December 2011, 500 Euros for January-September 2012. Students shall collect any kind of documents that prove their travel and installation costs and provide them to the University of Bergamo upon receipt of the instalments.

The sums due to each fellowship holder will be paid by the University of Bergamo into a bank account opened by the university (provided the candidate accepts – in writing – to benefit from this facility offered by the coordinating institution).

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, while non-fellowship students will be offered the opportunity to take out the same policy at their own expense.

The Doctoral Candidate Agreement and, if applicable, 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.

If a candidate withdraws from the programme, his/her Employment Contract is resolved and the monthly allowance and travel expense reimbursements are stopped.

12. Treatment of Personal Details

Candidates' personal details will be held by the General Administration Offices (U. O. Gestione procedure concorsuali e selezioni) of the University of Bergamo and processed only for the purposes of the selection procedure and, if applicable, for 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.

13. Director of Proceedings

The person responsible for processing submissions is the following:

Dott. Natalia Cuminetti (D5)
General Administrative Services – U.O. gestione procedure concorsuali e selezioni
Via Dei Caniana, 2
24127 Bergamo ITALY
Email: selezioni@unibg.it



UNIVERSITÀ DEGLI STUDI DI BERGAMO
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GESTIONE PROCEDURE CONCORSUALI E SELEZIONI

Bergamo, 2/11/2009

Decree Reg. No. 22976/IV/009

THE INTERZONES LEGAL REPRESENTATIVE
RECTOR OF THE UNIVERSITY OF BERGAMO

(Prof. Stefano Paleari)