

Rectoral Decree No. 1 of 4<sup>th</sup> January 2016 on a competition by way of comparative evaluation for places on the thirty-second cycle of research doctorate programs

#### **THE RECTOR**

- Having regard to the Charter of LUISS Guido Carli.
- Having regard to article 4 of Law No. 210 of 3 July 1998 providing that universities may through their own rules regulate the establishment of doctoral programs, including eligibility, the awarding of academic qualifications, educational goals, curricula, duration, fees, attendance, the criteria for awarding scholarships and the amount thereof, and agreements with public and private entities, in conformity with the general criteria and suitability requirements of the locations laid down by ministerial decree;
- Having regard to article 19 of Law No. 240/10 containing new provisions on research doctorates.
- Having regard to Ministry of Education, Universities and Research (MIUR) Decree No. 45 of 8 February 2013 adopting the regulations on the accreditation of doctoral program locations and programs and the criteria for establishing doctoral programs by accredited bodies, implementing Law No. 240/10.
- Having regard to the Research Doctorate Regulations of LUISS Guido Carli, approved by the Academic Senate on 23 May 2013.
- Having regard to the resolution of the Department of Economics and Finance of LUISS Guido Carli of the 15<sup>th</sup> September 2015 proposing to renew the PhD program in Economics
- Having regard to the resolution of the Department of Law of LUISS Guido Carli of the 9<sup>th</sup> September 2015 proposing to renew the PhD program in Law and Business.
- Having regard to the resolution of the Department of Business and Management of LUISS Guido Carli of the 15<sup>th</sup> September 2015 proposing to renew the PhD program in Management.
- Having regard to the resolution of the Department of Political Science of LUISS Guido Carli of the 22<sup>nd</sup> September 2015 proposing to renew the PhD program in Politics: History, Theory, Science;
- Having regard to the resolutions of the Academic Senate and the Executive Committee, respectively on the 29<sup>th</sup> September and 19<sup>th</sup> October 2015 approving the doctoral programs.

#### **DECREES AS FOLLOWS**

#### **ARTICLE 1 – ESTABLISHMENT**

The research doctorate programs set out in the Appendix, which is an integral part hereof, are hereby established at LUISS Guido Carli for the 2016/2017 academic year, XXXII cycle, and likewise the specific competitions for admission thereto.

The specific sheet for each program (see the Appendix) sets out the educational goals, research themes, the method and criteria for selecting candidates for the purposes of establishing a ranking order. The sheets also indicate the number of places on offer with scholarships that will be awarded on the basis of the ranking order specific to each program and the scholarships tied to undertaking certain research in accordance with particular agreements.

Any additions or changes to what is set out herein and in the Appendix will be published on the University's website <http://www.luiss.it>.

#### **ARTICLE 2 – ELIGIBILITY**

Applications to participate in the competition for admission to the doctoral programs referred to in article 1 may be submitted by individuals holding a master's degree, an Italian bachelor's degree under the former university system or an analogous academic qualification awarded abroad that is officially recognised in

advance by the academic authorities if not already deemed to be officially equivalent. In order to obtain that recognition a candidate who holds an academic qualification awarded abroad not already deemed to be officially equivalent must accompany his or her application with whatever documents are necessary to enable the Admissions Commission – consistent with the rules in force in Italy and the country where the qualification was granted and the international treaties or agreements governing the recognition of qualifications for further education purposes – to assess the qualification solely for doctoral program eligibility purposes (translated, legalised and accompanied by the statement of equivalent value issued by the Italian diplomatic or consular authorities abroad in accordance with the law in force or annexing a diploma supplement certificate).

Also individuals who will be awarded the above mentioned qualification by and no later than 30 April 2016 may apply. In this case admission will be accepted "with reserve" and the candidate will have to submit the relevant degree certification (or self-certification under Presidential Decree No. 445 of 28 December 2000) by the said date, failing which the candidate will be excluded.

### **ARTICLE 3 – ADMISSION APPLICATIONS**

The application for admission must be submitted on line by the deadline set out in each sheet. Candidates are responsible for the information that will be input into the online form and the validity of the certification/self-certification submitted. The University is entitled to check the information and validity of the documents submitted and in the event of a discrepancy with what has been declared it may exclude the candidate at any time including after the competition has taken place. The online procedure is to be completed through accessing the University's website at the address specified in each sheet.

The application is to be considered for all statutory purposes as self-certification of the candidate's personal details and qualifications declared except for publications.

To submit an application to participate in the competition candidates must adhere to the procedure specified in each sheet.

Once the procedure for submitting the application has been completed, the candidate will receive by email an application's copy as a proof of the procedure accuracy and validity.

### **ARTICLE 4 – ADMISSION EXAM**

Admission is based on what is indicated in each sheet.

Candidates will be summoned to the written and oral exams, if any, by e-mail sent to the e-mail address specified in the application form for the competition filled out online and notice of the exam will also be given on LUISS Guido Carli's website by posting a notice at <http://www.luiss.it> at least 7 days prior to the date that the exam is scheduled for.

Candidates must have valid ID with them in order to sit the exam.

### **ARTICLE 5 – COMPARATIVE EVALUATION, ADMISSIONS COMMISSION AND ITS DUTIES**

Admission to each program is based on what is specified in the specific sheet.

The Admissions Commission that comparatively evaluates the candidates for each doctorate program is appointed by decree of the Rector of LUISS Guido Carli subject to consulting with the Academic Board (*Collegio dei Docenti*) and is made up of at least three members: professors – including foreigners – or acknowledged experts in the subject. In any event, there must be more professors than experts on the Admissions Commission.

Once the competition exam has been completed the Admissions Commission ranks, for each doctorate program, the candidates based on the sum of the points awarded to each one. In the event of a tie between candidates, the assessment of economic situation as determined in accordance with Prime Ministerial Decree of 30 April 1997 as amended will be the deciding factor.

Notice of admission to the doctoral program will be given by e-mail (to the address stated in the application form) no later than the date specified in each sheet, by which date the list and ranking order of those admitted will be published also on LUISS Guido Carli's website at <http://www.luiss.it>.

Individuals who have declared that they will be awarded their qualification by and no later than 30 April 2016 will be admitted "with reserve". Those candidates must submit the relevant degree certification (or self-certification under Presidential Decree No. 445 of 28 December 2000) by the said date, failing which they will be excluded.

#### **ARTICLE 6 – ADMISSION TO THE PROGRAMS**

Candidates will be admitted to the doctoral programs in ranking order until all places on offer are filled.

In the event that one of the successful candidates fails to accept the place or does not accept it in time, that place will be awarded to the highest ranking candidate, recognized as "*idoneo*", from among those who was not originally admitted.

#### **ARTICLE 7 – ENROLMENT APPLICATION**

Within the peremptory deadline of 7 days after publication of the ranking on the University's website (<http://www.luiss.it>) and the associated notice of admission, successful candidates must communicate by e-mail ([dottorati@luiss.it](mailto:dottorati@luiss.it)) their intention to enrol in the doctoral program, failing which they will be excluded. Moreover, by the deadline specified in the notice of admission successful candidates must also submit or send by post (the postmark will serve as proof) an application for enrolment in the doctoral program (using the form for such purposes that will be e-mailed to them along with the notice of admission) and associated annexes, if any, to Ufficio Dottorati di Ricerca, LUISS Guido Carli, Viale Romania 32, 00197 Rome, failing which they will be excluded.

The enrolment application must be accompanied by a statement that the candidate is / is not a public sector employee or, if so employed, that the candidate has requested unpaid leave commencing from the commencement date of the doctoral program and for the entire duration thereof (in the absence of documentation evidencing that situation the candidate will have to forgo the scholarship, if any, for the program). Certification of the obtaining of leave must be delivered by and no later than the date of commencement of the program.

With reference to what is stated in this article, during enrolment in the program timely notice must be given of any change in what was declared at the time of submission of the enrolment application.

#### **ARTICLE 8 – NUMBER OF PLACES ON OFFER AND SCHOLARSHIPS**

The places on offer for each doctoral program are those indicated in each specific sheet.

Details of any other scholarships will be communicated in a timely manner.

Scholarships shall be initially awarded for one year and will be renewed on condition that the candidate has completed the programme of activities envisaged for the previous year as checked in accordance with the procedures laid down for each doctoral program. Those checks must be passed also to keep the scholarships in subsequent years.

The amount of each single scholarship, to be disbursed in monthly instalments, is determined in accordance with Ministerial Decree of 18 June 2008 as amended. In 2016 scholarships were worth € 13,638.47 each. In the event of a tie, the assessment of economic situation as determined in accordance with Prime Ministerial Decree of 30 April 1997 as amended will be the deciding factor.

That amount shall be increased by a maximum of 50% for a total period not exceeding 18 months if the doctoral student is authorised by the Academic Board to conduct research abroad. An amount equal to 50% of a scholarship may be used also by those who do not actually hold a scholarship for if they are authorised by the Academic Board to conduct research abroad and for a total period not exceeding 18 months.

Commencing from the second year each doctoral student shall be guaranteed, in addition to the scholarship and within the context of the University's existing financial resources, a budget for research in Italy and

abroad that is adequate for the type of program and in any event that is not less than 10% of the amount of the scholarship. Such an amount is guaranteed to doctoral students with or without scholarships.

Scholarships awarded for doctoral programs are not cumulable with other scholarships of any type, including those awarded by other universities/bodies. Moreover, they are incompatible with being an employee or research and study contributions awarded by LUISS Guido Carli departments or other institutions.

## **ARTICLE 9 – RIGHTS AND OBLIGATIONS OF DOCTORAL STUDENTS**

Admission to a doctoral program entails an exclusive and full-time commitment in line with what is specified in the syllabus for the doctoral program concerned, without prejudice to the special rules that may be made for the doctoral programs organised under article 16 of the Research Doctorate Regulations of LUISS Guido Carli. Carrying on a continuous paid employment, other than professional practice or scientific research activities, will implicate the scholarship's forfeiture and the expulsion from the PhD program.

Enrolled students must attend doctoral courses and activities and continuously undertake study and research within the context of the facilities intended for such purposes and in the manner established by the Academic Board.

As an integral part of their training doctoral students may undertake tutoring of those studying for bachelor's and master's degrees and also additional teaching of up to forty hours per academic year, subject to clearance from the Academic Board and without such entailing an increase in their scholarship. That limit is repealed for the third year of doctoral programs.

At the end of every year of study each student enrolled in the doctoral programs must submit a detailed report to the Academic Board on the work and research done. The Academic Board will keep the report and, subject to a positive evaluation of the efforts and work of the doctoral student, will propose to the Rector that the student be allowed to continue his or her studies. In the event of a negative evaluation, the recommendation will be that the doctoral student ceases his or her studies.

Doctoral students may be suspended or expelled from the program further to a unanimous decision of the Academic Board stating the reasons therefor.

For public sector employees admitted to doctoral programs the provisions of article 19 of the Research Doctorate Regulations of LUISS Guido Carli apply.

The measures under Legislative Decree No. 68 of 29 March 2012 are extended to doctoral students in the manner provided for therein.

For maternity leave purposes the provisions of Ministry of Labour and Social Welfare Decree of 12 July 2007 published in Official Gazette No. 247 of 23 October 2007 apply to doctoral students.

## **ARTICLE 10 – AWARDING OF THE DOCTORATE**

The qualification of research doctorate is attained at the end of the doctoral program and is awarded following positive assessment of a research thesis that contributes to the advancement of knowledge or methodology in the chosen field of inquiry after defence of a doctoral thesis. The research doctorate is conferred by the Rector in accordance with the Research Doctorate Regulations of LUISS Guido Carli and applicable law.

The examinations commission for the final exam will be established and appointed by decree of the Rector in accordance with the Research Doctorate Regulations of LUISS Guido Carli and applicable law.

The doctoral student must deliver a soft copy of the final version of the PhD thesis together with an abstract (max 1,500 characters) thereof in the English language.

The PhD certificate will be issued solely if within 30 days after defence of the thesis the doctoral student (with the assistance of the relevant staff) files a copy of the final version of the thesis in the University's open access institutional repository, which stores the work and affords public access thereto. The University will arrange for the thesis to be filed with a special purpose ministerial database and the national libraries in Rome and Florence as required by law.

## ARTICLE 11 – FINAL PROVISIONS

For all matters not specifically addressed herein reference is to be made to the Research Doctorate Regulations of LUISS Guido Carli and the applicable law governing doctoral programs.

Pursuant to articles 7 and 13 of Legislative Decree No. 196 of 30 June 2003, the personal data supplied by the candidates in their applications to participate in the competition will be processed for the purposes of managing the selection procedure and the contract.

The person in charge of the procedure is Ms. Federica Capone.

This announcement is published on the University's website ([www.luiss.it](http://www.luiss.it)) and the website of the Ministry of Education, Universities and Research ([www.bandi.miur.it](http://www.bandi.miur.it)), which will arrange also for publication on the European Euraxess website and in the Official Gazette of the Italian Republic – 4<sup>th</sup> special series.

(Prof. Massimo EGIDI)