UNIVERSITY REGULATION
FOR THE
DISCIPLINE OF PhDs

CHAPTER I
ESTABLISHMENT

Art. 1
( Establishment )
1. The PhD courses are established, with Rectoral Decree, by the University of Campania “Luigi VANVITELLI” (hereinafter referred to as “L. VANVITELLI” University) subject to accreditation granted by the M.I.U.R., in application of art. 19 of law no. 240/2010 and in implementation of the Ministerial Regulation on PhDs, issued with Ministerial Decree no. 45 of 8 February 2013.

2. The University establishes PhD courses autonomously or in consortium or agreement with other national and international universities or in agreement with public or private entities, in possession of high cultural and scientific qualifications and suitable personnel, structures and equipment, including companies that carry out research and development activities, as required by art. 2, par. 2, letter a), c), d) and e) of Ministerial Decree no. 45/2013.

3. The PhD courses last no less than three years.

4. The topics of each PhD course refer to broad, organic and clearly defined disciplinary areas.

5. The PhD courses activated autonomously must include a minimum of four scholarships, without prejudice to an average number for each PhD cycle of at least six scholarships.

6. Without prejudice to compliance with the minimum scholarship limit referred to in the preceding paragraph, it is possible to provide places for each PhD course without a scholarship or other financial support, compatibly with the capacity of the structure and the educational potential of the course.

7. Also for PhD students without a scholarship, funds for carrying out the research activity must be provided, which for this type of places can be co-financed by the individual requesting Departments.

Art. 2
( Establishment method )
1. The Department or Inter-university Centre Councils, with administrative headquarters at the “L. VANVITELLI” University, propose to the Rector the establishment of PhD Courses, with their own resolutions and within the terms announced in a specific circular.

2. The proposed establishment, to be submitted electronically to the MIUR and ANVUR, must document the possession of the eligibility requirements set out in art. 4 of Ministerial Decree no. 45/2013 and must be accompanied by the Course Regulations.

3. The Academic Senate deliberates on the proposals for the establishment of PhDs, subject to the opinion of the Rector’s delegates for Research and PhD subject matters, regarding the existence of the aforementioned requirements, and assigns a number of scholarships to individual PhDs, according to the resources made available by the M.I.U.R., by the Board of Directors of the “L. VANVITELLI” University, by the PhD structures or by public and private entities.
4. The number of scholarships is not less than what is envisaged by art. 4, letter c) of Ministerial Decree no. 45/2013.

5. At the request of the proponents or upon deliberation by the Academic Senate, part of the places in the competition can be reserved for scholarship holders from foreign countries or specific international mobility programs and a share of the scholarships and other forms of funding can be reserved for graduates who have obtained the qualification required for admission to the PhD program in foreign universities.

6. In such cases, it is possible to establish differentiated procedures for the selection procedure, according to the methods identified in the following art. 14, resulting in the formulation of two separate rankings.

7. The reserved places and scholarships, if not used, shall be attributed to candidates successfully placed in the ordinary ranking and vice versa.

8. With proposals from the Academic Senate and resolutions of the Board of Directors, the “L. VANVITELLI” University can grant additional scholarships for foreign candidates who are winners of places without a scholarship in the reserved rankings, as well as provide coverage, even partial, of the expenses related to the research activity of PhD students without a scholarship.

**Art. 3**

(Renewal)

1. The PhD courses already accredited are renewed for at least three consecutive cycles, unless revocation of accreditation for loss of one or more of the requisites set out by decree of the Minister as provided for by art. 3, paragraphs 8 and 9, of M.D. no. 45/2013.

2. After the three-year period, the Faculty Board may request the renewal of the related PhD Course upon confirmation of the eligibility requirements provided for by art. 4 of the aforementioned Ministerial Decree no. 45/2013.

3. The renewal request must be accompanied by:
   a) the resolutions of the Department Councils or Inter-university Centre involved;
   b) any changes to the Course Regulations.

4. The Academic Senate deliberates on the proposals for renewal of PhD Courses after verification by the Evaluation Board.

**Art. 4**

(Merger, demerger and renaming)

1. In the event of the merger of two or more PhDs already established, or of a demerger of the same, the regulatory provisions of Articles 1 and 2 of these Regulations shall apply.

2. In the case of mere renaming, the preceding art. 3, par. 2 shall apply.

**Art. 5**

(Initial authorisation and periodic verification)

1. The initial authorisation to activate PhD Courses or single curricula is up to M.I.U.R., upon the A.N.V.U.R.’s favourable opinion regarding the requirements pursuant to art. 4 of Ministerial Decree no. 45/2013, to which reference is made.

2. The request for accreditation, accompanied by the relevant documentation, is made by the “L. VANVITELLI” University following an internal evaluation process aimed at rationalising and selecting its third level educational offer.
3. The delegates of the Rector for Research and PhD subject matters are in charge of the aforementioned task, after consulting the Coordinators.

4. The accreditation of courses and locations lasts five years.

5. The monitoring activity aimed at verifying compliance with the requisites for accreditation over time is carried out annually by the A.N.V.U.R., also based on the results of the auditing activity of the University Evaluation Unit.

6. The revocation of the accreditation for loss of one or more requirements entails the suspension, with immediate effect, of the activation of the new cycle of the PhD course concerned.

Art. 6
(Consortia)

1. The “L. VANVITELLI” University establishes PhD Courses also in consortium with other universities and highly qualified public or private research entities, pursuant to art. 2, par. 2, letters c) and d) of Ministerial Decree no. 45/2013.

2. The establishment proposal referred to in art. 2, paragraph 1, must specify the contribution that each University part of the consortium offers on the didactic-scientific, structural and financial level, so that the PhD students are guaranteed an effective sharing of the structures and didactic and research activities on a continuous basis.

3. The establishment of the consortium, with legal personality, takes place by signing the articles of association between the participating universities.

4. For the combined provisions of art. 2 - par. 2, letters c) and d) - and art. 4 - par. 1, letter c, third sentence, and par. 3 of M.D. no. 45/2013 - the maximum number of institutions that can join a consortium is equal to four and each institution part of the consortium must ensure the participation of at least three scholarships.

5. For each new establishment, the “L. VANVITELLI” University evaluates the project in the context of the University programming of its third level educational offer and compatibly with budget availability.

6. Funding requests made by the teachers of the “L. VANVITELLI” University who are part of the Faculty Board of the PhD Course for which the “L. VANVITELLI” University is a consortium location - not engaged in other Boards of PhD Courses on a national basis - must be sent to the Rector by the head of the entity part of the consortium, together with the resolution of the related collegiate body. These requests are sent in advance to the delegates of the Rector for Research and PhD subject matters and approved by the Academic Senate and the Board of Directors.

Art. 7
(Conventions for the establishment of PhD Courses)

1. The PhD courses can be established by the “L. VANVITELLI” University also through the conclusion of agreements with other Italian or foreign universities and public or private research bodies, in possession of high cultural and scientific qualification requirements, as well as suitable personnel, structures and equipment, it being understood that the administrative headquarters is the “L. VANVITELLI” University, which is entitled to issue the qualification.

   The University Regulations apply to the administrative procedures.

2. As part of the aforementioned agreements, in accordance with the provisions of art. 4, par. 2, of M.D.
no. 45/2013, the affiliated parties must undertake to ensure the activation of the PhD cycles for at least a three-year period, guaranteeing, for each cycle, the possession of the requirements referred to in par. 1 of art. 4 of the aforementioned Ministerial Decree, as well as the contribution of at least three scholarships.

3. The proposed agreement, which will indicate the related contribution in terms of teaching, availability of financial resources and operational and scientific structures for the conduct of the PhD course, signed by the legal representative of each institution, must be sent, by the Coordinator, with the proposal for establishing the Course or, in any case, in time for the resolution by the Academic Senate.

4. The amount corresponding to the entire scholarship must be paid by the research body prior to the issue of the notice of competition for admission to the PhD course. The possibility of paying, within the aforementioned term, the first year of the scholarship alone is still valid, by guaranteeing the entire amount of the scholarship with a surety policy. For the “L. VANVITELLI” University it is sufficient to communicate the resolutions of the governing bodies approving the agreement with the related charges.

5. The agreements must also provide for the advance payment of a contribution for the operating costs, as defined by the governing bodies of the University’s administration, as well as an accessory contribution corresponding to the increase in the scholarship for a stay abroad of PhD student for a maximum period of six months. It remains understood that the funding body will have to pay for any extended periods of stay abroad, up to a maximum of eighteen months, in addition to any legislative increases in the scholarship and related charges. The sums paid and not used will be returned to the financing institution.

6. Finally, the affiliated subjects undertake to guarantee each PhD student, starting from the second year of education, a budget for the research activity appropriate to the type of course and in any case not less than 10% of the amount of the PhD scholarship.

**Art. 8**

(Agreements for the financing of PhD scholarships and self-financing)

1. There is also the possibility of signing agreements with public or private bodies aimed exclusively at financing of PhD scholarships.

2. In this case, the conclusion of the agreement can also take place after the issuance of the call for the establishment of the Courses, but in any case not beyond the deadline for submitting applications related to the competition for admission to the Courses. In this second case, funding does not affect the total number of places planned in the notice of competition for each PhD program.

3. The amount corresponding to the entire scholarship must be paid before the admission competition. The possibility of paying, within the aforementioned term, the first year of the scholarship alone is still valid, by guaranteeing the entire amount of the scholarship with a surety policy.

4. The scholarships financed by the public/private body shall be awarded based on the general merit ranking, without any reservation in favour of the body itself. Should the scholarships not be awarded due to the lack of PhD candidates, the sums paid to the “L. VANVITELLI” University shall be used for the following cycle - with the consent of the funding body - or will be returned.

5. Different public and/or private entities may contribute to the financing of a scholarship and the related ancillary and/or additional charges, each for its own share. In this case, each entity will sign - within the deadline for the presentation of the funding proposal - an autonomous agreement with the “L. VANVITELLI” University which will state the impossibility to include the scholarship in the competition.
due to the lack of additional supplementary loans intended to cover both the entire amount of the scholarship and the related charges.

6. It is up to each Coordinator to take charge of the collation of the partial financing agreements into a single PhD scholarship and to verify the total financial coverage of the scholarship itself, increased by the contributions for the aforementioned charges.

7. The entire amount of the scholarship financed by several entities must be paid within five days of the resolution of the Academic Senate for the establishment of the PhD cycle and in any case in time for the issuance of the notice of competition.

In the event of non-compliance with the terms provided for in this paragraph, the financing will be considered additional pursuant to the preceding paragraph 2.

8. The proposing structures referred to in art. 2 of these Regulations may finance PhD scholarships or possibly complete the financing of scholarships that have been partially financed by different public or private entities - including additional and/or accessory charges - also with research funds for disciplines that are contiguous to the PhD Course, provided they are available.

The funding proposal must be submitted with the proposal for the establishment or renewal of the PhD course; the related amount must be paid within five days of the resolution of the Academic Senate for the establishment or the renewal of the PhD cycle and in any case in time for the issuance of the notice of competition.

CHAPTER II

COURSE PROCEDURES

Art. 9

(establishment and renewal proposal and course regulations)

1. The proposal for the establishment or renewal of each PhD course must indicate:
   a) the title, and the broad, organic and clearly defined disciplinary areas of reference of the PhD Course;
   b) the possible breakdown into curricula;
   c) the Italian and/or foreign universities and research bodies, public or private, Italian or foreign, in consortium or in agreement for the activation of the PhD Course;
   d) the Departments contributing to the establishment of the Course;
   e) the identification of the Faculty Board made up of at least sixteen Professors, of whom no more than a quarter of Researchers belonging to the macro-sectors consistent with the educational objectives of the Course and in possession of documented international research results with particular reference to those achieved in the previous five years;
   f) the objective of the PhD Course, aimed at training for critical development and independent research for high qualification and at encouraging placement and professional development;
   g) the related PhD School;
   h) the envisaged activities, including those shared with several PhDs, related to disciplinary and interdisciplinary education and linguistic and IT improvement, as well as those related to the field of research management and knowledge of European and international research systems, leveraging of research results and intellectual property;
   i) the number of PhD students per cycle that the structures of the Course can host and educate, guaranteeing for PhD students without a scholarship funding from the Departments concerned for carrying out the related research activity;
   j) the number of places and scholarships to be reserved pursuant to art. 8 of M.D. 45/2013;
   m) possible documented collaboration with public or private entities, Italian or foreign, for the performance of educational activities and/or advantageous experiences in a context of work activities.

2. The proposal is signed by the Coordinator of the PhD Course, identified in accordance with the following art. 10.
3. The Regulations of the PhD Course must be annexed to the establishment proposal and must contain:
   a) the didactic-scientific program, with specific indication of the way Courses are held, training periods abroad, collaborations with public and private, national and international organisations;
   b) the possibility of adding other members to the Faculty Board in accordance with the provisions of the following article of these Regulations;
   c) the methods and timings for submitting to the Faculty Board the research programs, the topics for the PhD dissertation, the objectives that are to be achieved with the research, as well as the methods and criteria for evaluating the research activity and the PhD students' training curriculum;
   d) knowledge of the Community language required for admission to the course;
   e) any forms of educational activity that may be assigned to PhD students, according to the criteria set by these Regulations;
   f) any forms of clinical activity that may be assigned to PhD students, according to the criteria set by these Regulations;
   g) the functioning of the self-assessment commission of the PhD Course referred to in the following art. 12, if applicable.

4. Any changes to the Course Regulations, approved by the Faculty Board, must be annexed to the renewal proposal.

**Art. 10**

*(Course Bodies)*

1. The Faculty Board and the Coordinator are the governing bodies of the Course.

2. The Faculty Board is responsible for the design and implementation of the PhD Course; each year, it defines the educational activities and the related university credits, the methods for verifying the activities and learning of the PhD students; it also approves the changes to the Course Regulations, deliberates on the acceptance of the applications for participation in the Board itself submitted for the subsequent PhD cycle, verifying, in particular, the existence of the scientific production requirement pursuant to art. 4, par. 1, letter b) of Ministerial Decree no. 45/2013, it provides for the fulfilment of all the tasks provided for in these Regulations.

3. The Faculty Board is made up of at least sixteen Professors, of whom no more than a fourth Researchers, belonging to the macro-sectors consistent with the educational objectives of the Course and not engaged in another PhD Program at the national level.

   The possession of documented research results of international level in the disciplinary areas of the Course, with particular reference to those achieved in the five years preceding the date of the accreditation request, constitutes an essential requirement for participation in the Board, in accordance with the provisions of the ANVUR Guidelines for the accreditation of PhD courses and locations.

4. In the case of PhDs activated in agreement or in consortium with other universities and research bodies pursuant to art. 2, par. 2 of the aforementioned Ministerial Decree no. 45/2013, the Board can be formed up to a quarter by subjects belonging to the roles of research managers, first Researchers and Researchers of research bodies, or equivalent positions in foreign bodies, provided they meet the scientific production requirement.

5. It can also be made up of experts with proven qualification in the macro-sectors consistent with the educational objectives of the Course, not engaged in another PhD program at the national level, also not belonging to the roles of accredited subjects, in any case not exceeding the total number of the members belonging to the roles of the accredited subjects, without prejudice to the prescribed requirement and subject to the release of the authorisation from the University of belonging.
6. For the discussion of educational and organisational problems, PhD students enrolled in the cycle must be formally summoned to participate in the Faculty Board.

7. The Faculty Board must meet at least three times a year to verify the smooth running of the course. The members of the Board who do not participate, without justified reason, in three consecutive meetings shall be dismissed from office. This provision does not apply to teachers belonging to foreign universities. There is also the possibility of attending meetings through digital means, in accordance with the provisions of the University regulations.

8. The participation of university professors and researchers in the Board of a PhD activated by another university is subject to authorisation from the university of belonging.

9. The Coordination of the Faculty Board is entrusted to a full-time first level Professor of the “L. VANVITELLI” University or, in his/her absence or in case of any impediment, to a full-time second-level Professor.

10. The Coordinator is identified at the time of the proposals for renewal of the PhD Course by the Faculty Board and in the hypothesis of a new establishment is elected by the Department Council, in good time for indicating the name in the A.N.V.U.R. form, among those who are in possession of a suitable curriculum and the requirements of the ANVUR Guidelines for the accreditation of PhD courses and locations, such as the possession of the threshold values for participation in the National Scientific Qualification commissions (ASN) in relation to the competition sector of belonging. The person who does not guarantee a number of years of service at least equal to the duration of the mandate before the date of retirement cannot be designated.

11. The Coordinator identified or elected is appointed with the Rectoral Decree establishing the Course and remains in office for the period corresponding to the legal duration of the PhD Course activated for the single cycle.

12. In the event of renunciation, resignation, termination of qualification or loss of the necessary requirements by the appointed Coordinator, a new designation must be made by the Faculty Board, which must occur within a maximum period of thirty days from the early termination of the Coordinator to be replaced. The subsequently appointed Coordinator remains in office until the mandate of the replaced Coordinator expires.

13. The Coordinator represents the PhD Course, is responsible for its organisation, chairs the Faculty Board and supervises the execution of the related resolutions. The Coordinator may also, in situations of justified urgency, adopt measures within the competence of the Faculty Board, subjecting them to ratification in the first useful meeting of the latter.

Art. 11
(Educational and tutoring activities)

1. Each PhD student is assigned to a tutor, who can also be part of the Colleges of Professors of other PhDs. If the tutor is not part of the Faculty Board, he/she must in any case meet the relevant requirements, for the members of the college, by the ANVUR guidelines for the accreditation of PhD Courses and locations.

2. The educational and tutorial activity certified and carried out by the university Professors and Researchers in the context of the PhD Courses contributes to the fulfilment of the institutional obligations pursuant to art. 6 of Law no. 240/2010.

3. The programming of the teaching and research training is advertised annually on the
website of the PhD Course and must be not only descriptive but complete with credits/hours, it being understood that PhD students must obtain 60 credits per year for a total of 180 in the three-year period. The credits can be of two types: theoretical training credits (seminars, conferences, workshops, refresher and in-depth courses on certain thematic areas, periodic discussion meetings: *journal* and *data club*, etc.) and practical research training credits (research activity carried out under the supervision of a tutor, publication of research results, active participation and/or organisation of conferences, seminars, courses aimed at acquiring practical laboratory skills etc.). The research training credits must contribute to the production of the annual report and/or the final paper to be discussed for the achievement of the PhD qualification.

4. The training activities of PhD students, also shared among several PhD Courses, must include: training on the main thematic areas of the PhD; linguistic improvement in English or in other foreign languages possibly defined by the teaching staff; IT improvement; training in research management, knowledge of European and international research systems, leveraging of research results and intellectual property.

5. For exceptional needs, professors and researchers who do not belong to the Faculty Board and possess the scientific qualification requirements, documented by the curriculum and publications consistent with the themes of the PhD, can also contribute to the scientific and didactic activities of the PhD Courses.

**Art. 12**

(Self-assessment Commission)

1. In order to monitor the progress of the activities of the PhD as a whole, to evaluate the congruence of the activities carried out with the training objectives and to improve the effectiveness, efficiency and quality of the educational process of the PhD, also in relation to its employment perspectives, the Coordinator can identify, among the members of the Faculty Board, the members of a special self-assessment commission.

2. The Regulations of the PhD Course, as per the previous art. 9, will govern its operation.

**Art. 13**

(PhD schools)

1. By virtue of the provision of art. 6, paragraph 5, of M.D. no. 45/2013, PhDs with administrative or consortium headquarters at the “L. VANVITELLI” University are organised into macro-disciplinary areas according to affinity criteria, with coordination tasks. These groupings are called PhD Schools.

2. The Academic Senate determines the number and names of the schools. Affiliation to one of the University PhD Schools, thus identified, is mandatory and the related request is made when the PhD Course is established or renewed.

3. The Coordinators of the PhD Courses belonging to a PhD School and the University Professors who are the contacts for the PhD Courses in consortium make up the Scientific Committee of the School with the task of putting together the program of shared activities and promoting the organisation of Courses common to the PhDs belonging to the same School as well as, where possible, to other Schools.

4. The Director represents the School in its internal and external relations.

5. The Director is identified by the Coordinators of the PhD Courses with administrative headquarters at the University hosting the PhD School. The identified Director is appointed by Rectoral Decree and remains in office for the period corresponding to the Coordinator’s mandate, with the possibility of immediate renewal.
6. For the hypotheses of early termination of the Coordinator office, please refer to the provisions of the preceding art. 10. The Director and the members of the Scientific Committee cannot perform the same functions in another PhD School in Italy.

7. The educational activity certified and carried out by the university Professors and Researchers in the context of the shared PhD Courses contributes to the fulfilment of the institutional obligations pursuant to art. 6 of Law no. 240/2010.

CHAPTER III
METHODS OF ACCESS AND ADMISSION TO COURSES

Art. 14
(Requirements for participation)

1. The public selection for admission to the PhD Courses with administrative headquarters at the “L. VANVITELLI” University can be accessed, without limits of age and citizenship, by those who are in possession of a specialisation or master obtained according to M.D. no. 270/2004 (substituting Ministerial Decree no. 509/1999) or at least a four-year degree diploma, obtained pursuant to previous educational systems, or in possession of an equivalent academic qualification obtained at foreign universities.

2. Those who hold a degree obtained abroad, which has not already been recognised as equivalent to an Italian degree, as per paragraph 1 of this article, may apply to the PhD Selection Committee - solely for the purposes of admission to the PhD - in compliance with the regulations in force. In this case, the application must be accompanied by the translated and certified qualification.

3. Additional documents useful for the evaluation of the curriculum can be produced in Italian, English, French or Spanish and self-certified according to Italian law. Within 60 days of posting the results of the evaluation, the winners must certify the aforementioned documentation on the University register.

4. The notice of competition for admission to PhD courses is issued by the Rector; it is translated into Italian and English and advertised digitally on the University website, as well as on the Euraxess and the Ministry websites.

5. Applications for participation in the competition, accompanied by the relevant qualifications, must be submitted within the deadlines set by the announcement, i.e. from 1 to 30 June, exclusively in a digital manner.

6. Each PhD Course will have a specific descriptive form attached to the notice of competition, which will also contain the participation rules.

7. The applications for participation of the candidates and the related qualifications will be sent to the Chair of the individual Selection Commissions of the University, exclusively in a digital manner, at least three days before the date scheduled for the evaluation of the qualifications and following the preliminary setting of the evaluation criteria.

8. In the case of PhD Courses established following international inter-university cooperation agreements, the admission procedures and the composition of the commission for the access exam are defined according to the provisions of the agreements themselves.

9. The notice of competition for admission to the PhD Course must indicate:
a) the criteria for accessing the selection, specifying the possibility of submitting the application for participation in scholarship places also by those who obtain the qualification required for admission by the maximum deadline of 31 October of the same year;
b) the possible breakdown of the PhD Course into training curricula;
c) the number of places available for each PhD, with indication of those possibly reserved for students graduated from foreign universities, scholarship holders from foreign countries or specific international mobility programs;
d) the number and amount of scholarships, with an indication of those reserved for students who have obtained the qualification required for admission to the PhD Course at foreign universities;
e) the number and amount of apprenticeship contracts, pursuant to art. 5 of Leg. Degree no. 167/2011, as well as the number of places activated based on the conventions referred to in paragraphs 1 and 2 of art. 11 of M.D. no. 45/2013.
f) the number and amount of any other forms of financial support, from research funds or other resources of the “L. VANVITELLI” University; including the research grants referred to in art. 22 of Law no. 240/2010.
g) the taxes and contributions to be paid by PhD students and the rules on exemptions;
h) the methods of the competition according to the indications of these Regulations;
i) the Community language allowed for the examination tests;
j) the date of publication of the general merit ranking and any scrolling of the same, on the University website in the PhD page;
k) the date and the modalities according to which candidates usefully placed in one or more rankings must formalise the enrolment and submit the related declarations for admission to the PhD courses;
l) the posting of the competition calendars on the University website, in the pages of each Doctorate, within 10 days of the closing of the notice. This communication will be made by the Chair of the Selection Commission.

10. The publication of the notice of competition, in the University’s Digital Register, has the value of official notification to the parties concerned for all the information contained therein. The general merit rankings and their scrolling, as well as any notices, will be published on the University website in the PhD page and direct communications will not be sent to the parties concerned.

Art. 15
(Admission of holders of Research Grants)
1. The selection for admission to the PhD Courses can be carried out, if expressly provided for in the relevant notice of competition, for the assignment of research grants to the winners of a PhD place covered by this type of funding. The research grant, in this case, can be counted to meet the minimum and average requirements of scholarships for the PhD cycle.

2. In the case referred to in the 1st paragraph, the grant holder shall sign a special three-year contract and shall also obtain the PhD qualification at the end of the three years of education.

Art. 16
(PhD in collaboration with companies, Industrial PhD and advanced training apprenticeship)
1. In order to encourage interaction with companies, the University can activate, within already activated courses, industrial PhD curricula with the possibility of allocating a share of the available places, based on specific agreements, to company employees engaged in highly qualified activities, who are admitted to the PhD after passing the related selection.

2. The agreements aimed at activating the courses establish, among other things, the educational
program and the methods of carrying out research at the company and, in relation to the places covered by company employees, the detail of the employee's overall commitment.

3. The agreements must state that the education of the PhD student remains under the responsibility of the University, it being understood that the university tutor is supported by an external co-tutor belonging to the partner, responsible for supervising the activity carried out by the PhD student at the company.

4. The agreements must provide for the regulation of any industrial and copyright property rights, as well as commitments on confidentiality in the disclosure of results, according to sector regulations and without prejudice to the possibility of referring to specific agreements.

5. Apprenticeship contracts, as well as places activated based on agreements, are considered equivalent to PhD scholarships for the purpose of calculating the minimum number necessary for the activation of the Course.

6. These company employee paths are incompatible with the enjoyment of a scholarship.

**Art. 17**

*(Composition and appointment of the Selection Commissions)*

1. The commission for each competition will be made up of at least three members (if the PhD is made of 7 Sectors) or at least 5 members (if the PhD is made of more than 7 Sectors) chosen from Professors and University Researchers also from other Italian and foreign universities, or by equivalent figures of research bodies who are partners in a consortium or agreement. The commission can include no more than one Researcher and no more than two eminent foreign scholars of international level with specific expertise in one of the Sectors belonging to that PhD.

2. Three alternate members must be added to the actual members.

3. The commission will be joined by a unit made of technical/administrative staff, in support of all administrative operations and responsible for the related procedures, with the functions of recording Secretary and contact of the Person responsible for the Procedure (RUP).

4. This shall be appointed, within 7 days from the closing of the selection notice, by the Rector on the proposal of the Faculty Board. However, rotation of the components in relation to each PhD cycle must be ensured, for at least 2/3 of the components. The commission appoints its Chair from among its members. The administrative contact referred to in the preceding paragraph 3 shall be appointed by the General Manager on the proposal of the RUP.

5. It is up to the Rector to accept any justified resignation of the components and replace them.

6. The University will cover the travel and subsistence expenses of the foreign scholar.

7. If the commission is supplemented by foreign scholars, the written and oral test will take place exclusively in English (an eventuality that must be previously indicated in the participation notices). In order to encourage greater integration of the foreign members, if present in the commission, the final minutes of the Competition must also be drawn up in English by the Chair of the commission.

8. For PhD Courses that are divided into curricula, without prejudice to the appointment of a single commission, the Faculty Board may propose the same to be composed of a representation of the various scientific-disciplinary sectors involved.
9. In the case of PhDs established as a result of international agreements, the commissions are set up according to the methods provided for in those agreements.

**Art. 18**

(Competition procedures)

1. The competition must take place from 15 July and must end no later than 15 September with an interval of at least 5 working days between each phase (evaluation of qualifications, written and oral test).

2. The dates of the tests must be agreed with the Director of the PhD School, in order to exclude overlapping dates between PhDs belonging to the same School.

3. The publication of the results of the qualification evaluation and the written test must take place at least two working days before the following test; the publication of the results of the oral test must take place in a timely manner.

4. The examination tests are intended to ascertain the candidate's aptitude for scientific research.

5. The non-reserved competition includes an evaluation of the candidates' qualifications, followed by two tests, one written and one oral. The score attributable to each test is divided as follows:
   - 25 points for the evaluation of qualifications;
   - 35 points for the evaluation of the written test;
   - 40 points for the evaluation of the oral test.
   The evaluation of qualifications, the written test and the oral test are passed if the candidate has achieved, in each one, a score at least equal to 60% of the attributable points.

6. For places reserved for candidates graduated abroad, the competition includes the evaluation of qualifications and an oral exam. The candidate graduated abroad can be admitted to the oral exam if he/she has achieved an assessment of at least 60% of the maximum score envisaged for the evaluation of qualifications and can be positioned in the final ranking only if the candidate has achieved, for the two tests, a cumulative score of not less than 60 points.

7. Candidates graduated abroad and Italian candidates residing or domiciled outside the region will be able to participate in the oral exam in a digital manner, via Skype video conferencing (or other similar channel) ensuring both the identification of the candidate and the transparency of the procedures; the procedures will be indicated in the notice of competition. The Chair of the Selection Commission will have to guarantee the correct conduct of the interview carried out in the aforementioned manner.

8. For places reserved for candidates pursuant to art. 14, paragraph 9, letter c), fellows of specific International mobility programs, the selection will take place in accordance with the provisions of the relevant program.

9. The outcome of each assessment must be published on the page of the Department's website reserved for PhDs according to the deadlines set in the competition calendar.

10. Without prejudice to the autonomy of the Commission, the following qualifications can be assessed:
   a) the graduation grade or, failing that, the average of the grades recorded in exam list;
   b) the relevance of the degree in relation to the scientific areas of the PhD course;
   c) the full dissertation (or, for undergraduate candidates only, the dissertation under filing);
12. The language skills and other competences of interest for the PhD, achieved not more than three years ago, provided that they are properly documented by certifying bodies with a national and international recognition;

e) study and research stays in Italy and abroad;

f) awards and scholarships granted by institutions of proven national and international value;

g) post-graduate qualifications, such as: postgraduate diploma, postgraduate courses, master's degree;

h) other documents useful to the Selection Commission for a full evaluation (such as: full publications in indexed or non-indexed journals, monographs, curations);

11. The evaluation of the qualifications must be reported and published in a sufficiently analytical way on the Department website in the page dedicated to the PhD.

12. The structure of the exam tests, indicated in the preceding paragraphs, is reported in the notice of competition, which also specifies the related minimum and maximum scores.

13. The candidate of the non-reserved competition must demonstrate good knowledge of at least one of the Community languages indicated in the notice.

14. The candidate of the reserved competition has the right to take the possible test in the community language identified by the Faculty Board and indicated in the notice of competition.

15. The competition procedure must ensure an appropriate comparative assessment of the candidates according to the principles set out in Presidential Decree no. 487/1994.

16. The Selection Commission shall first establish the criteria and methods for assessing the qualifications, within the limits and within the time limits set by the notice of competition. The result of the evaluation of the qualifications shall be published on the website of the Department home to the PhD Program indicated in the notice of competition.

17. The conduct of the interview is public and, if carried out online, it is open to one or more candidates who wish to attend voluntarily.

18. For anything not covered by these Regulations, the provisions of the notice of competition shall apply.

19. The University of Campania “Luigi Vanvitelli” adheres to specific EU and international collaboration projects within which the selection procedures will be carried out by international panels and/or EU bodies in the framework of competition funding procedures, which expressly envisage the enrolment in the PhD by the winners. Candidates who pass the selection tests are automatically admitted to the PhD course.

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**Art. 19**

**(Completion of works and start of Courses)**

1. The Commission must complete the competition operations by September 15.

2. The first-year courses must begin no later than the 1st of November of the academic year following the presentation of the proposals for establishment or renewal.

3. The PhD courses for which the indicated deadline will not be respected, unless documented needs and circumstances that are not foreseeable, will start from the beginning of the following academic year.
CHAPTER IV
RIGHTS AND DUTIES OF PhD STUDENTS

Art. 20
(Obligations and rights)

1. PhD students must ensure an exclusive, full-time commitment.

2. Civil servants enrolled for the first time in a PhD course will enjoy an authorised leave of absence, subject to the requirements of the administration to which they belong and for the normal duration of the course, with or without cheques and unless expressly waived.

3. In application of the provisions of Article 12, paragraph 1, of Ministerial Decree no. 45/2013, should civil servants not take the required leave of absence, they may, exceptionally, ask the Faculty Board of the PhD course for authorisation to carry out a training course that takes into account their work activity. In the latter case, admission to the Course is subject to the above authorisation.

4. It is up to the Faculty Commission to deliberate on the structure of particular training courses allowed by articles 7 and 11, par. 1 and 2, of M.D. no. 45/2013.

5. The PhD School is responsible for drawing up the PhD student's research project, in compliance with any additional public funding by virtue of which the PhD student benefits from a scholarship on a specific research topic.

6. PhD students, with or without a scholarship, are required to attend assiduously the activities assigned to them by the Faculty Board, to participate in courses shared within the PhD School, to present oral or written reports and anything else legitimately deliberated by the Commission, as well as to write, at the end of the course, the PhD dissertation with original contributions.

7. PhD students must acquire at least 60 credits each year, distributed according to the training program agreed with the tutor and approved by the Faculty Board, consistent with the training offer advertised annually on the PhD Course web page. Where required by specific funding projects from which individual courses can benefit, the above credits per hour will be converted into training hours that the PhD students are obliged to attend.

8. The activities of PhD students must be recorded in special personal registers and include: study activities, research activities, personal study, bibliographic and archive research, ongoing checks, participation in seminars, courses and conferences, internships at facilities outside the University in Italy and abroad, any additional learning and tutoring activities and whatever else may be provided for by the Faculty Board leading to the completion of the course. It is absolutely forbidden to carry out research activities related to the PhD in private bodies or structures, if not authorised by the Faculty Board. Violation of this rule will result in the forfeiture of the PhD course.

9. The legitimacy of the different activities carried out by the PhD students is certified by the Coordinators based on the indications provided by the individual tutors.

10. At the end of each year of the Course, the Faculty Board, based on a detailed report on the activities and research carried out by each PhD student, decides on the admission to the following year or proposes to the Rector the exclusion from course.

11. PhD students have the right to request the suspension of the Course for a period of time not
longer than one year, for all cases provided for by current legislation such as maternity, serious illness and civil service. The Faculty Board will take note of the suspension.

Suspension for more than thirty days for one of the reasons indicated above entails the obligation to recover the entire interruption period and, in the case of scholarship holders, the termination of the scholarship for the suspension period. The entire duration of the PhD course cannot be reduced due to the aforementioned suspension. Therefore, it will be extended for a period corresponding to the interruption.

12. In the case of maternity, attendance of the PhD is mandatorily suspended from the two months preceding the presumed date of birth and for the following three months, or from the month preceding the presumed date of birth and for the following four months, if authorised by a specialist doctor from the National Health Service and the competent doctor.

13. It is the responsibility of the PhD Course Coordinator to promptly notify the competent office of the interruption of the PhD student's activity for the consequent administrative measures.

14. The PhD student can carry out part of his/her research activity abroad at universities or research institutes, for a total period not exceeding eighteen months. The request to the Faculty Board for the authorisation of the educational stay abroad must include the training program, the title of the project to be carried out, the invitation letter of the foreign co-tutor who will follow the PhD student abroad, as well as the favourable opinion of the tutor.

For periods of attendance abroad the scholarship is increased by 50%.

The 50% increase is attributed after having delivered the certificate of actual attendance abroad of the PhD student to the competent Office, with the transmission letter of the Coordinator. The certificate of foreign fellowship, on headed paper of the foreign body, signed by the foreign co-tutor who followed the activities, must indicate precisely the research period spent by the PhD student abroad.

For long continuous periods (e.g. twelve months) the same can be sent every three months. At the end of the period, the PhD student must also deliver the original certificate.

15. It is also possible to carry out training internships, in a context of a work activity, in Italy at public or private entities, for a period not exceeding twelve months and subject to the signing of a special agreement between the legal representative of the "L. VANVITELLI" University and the legal representative of the entity.

16. In the case of short-term training internships, up to two months, it is possible to authorise the application by letter of appointment and/or authorisation from the Director/legal representative of the entity. The authorisation is approved by the Faculty Board after obtaining the favourable opinion of the tutor and must include the title of the research project and the scientific motivation of the internship.

17. In exceptional cases, the training internships may exceed the 12-month period, subject to the favourable opinion of the tutor and the Faculty Board, or if provided for by specific funding or within the framework of specific agreements aimed at activating courses referred to in paragraphs 1 and 2 of art. 11 of M.D. no. 45/2013.

18. PhD students have an obligation of confidentiality in relation to the research activities in which they participate at external entities.

19. The use of research grants by PhD students without a scholarship is allowed as long as the topic to which the grant refers is similar, in the judgement of the Faculty Board, to the topics of the PhD.

20. Following the enrolment, the University email address will be activated for each PhD student through which he/she will receive institutional communications. Reading the institutional email is mandatory as well as being constantly informed via the University and Department website, for general and specific communications relating to the PhD.
The PhD student is also obliged to register on the ministerial site on the LoginMIUR page, in order to be registered as a research potential of the University.

**Art. 21**
*(Causes for exclusion)*

1. With a justifies resolution, the Faculty Board, having consulted with the tutor and having heard the PhD student, may also propose to the Rector, during the year, the exclusion of the PhD student from the Course in the following cases:
   a) unauthorised work;
   b) prolonged unjustified absences;
   c) insufficient education assessed by the Faculty Board.

**Art. 22**
*(Tutoring and supplementary teaching activities)*

1. PhD students, as an integral part of the training project, can carry out, subject to authorisation from the Faculty Board and without any increase in the scholarship, tutoring activities for students of the degree and master's degree courses and, in any case, within the maximum limit of 40 hours for each academic year, supplementary teaching activities.

2. The performance of the aforementioned activities must be indicated in the registers referred to in the preceding art. 20, paragraph 8.

3. The teaching collaboration is made voluntarily, without charges for the budget of the “L. VANVITELLI” University and does not give rise to rights regarding access to the roles of Italian universities.

4. This is without prejudice to specific teaching collaborations provided for by specific national rules for which the related discipline shall apply.
   All other forms of teaching are strictly prohibited and it is the responsibility of the Coordinator to supervise compliance with this provision.

**Art. 23**
*(Incompatibility regime)*

1. The enrolment in PhD courses is not compatible with a simultaneous enrolment in degree courses, specialisation courses, first and second level masters or other PhD courses in Italy or abroad.

2. Students enrolled in Bachelor’s or Master of Science/specialist degree courses as well as postgraduates enrolled in Non-Medical Specialisation Schools who, having a degree, intend to enrol in a PhD course, are required to request the temporary suspension of their first enrolment.

**Art. 24**
*(Connection between the PhD Courses and Specialisation Schools from the same university)*

1. The joint attendance of a PhD Course and a Medical Specialisation Course at the same University may be arranged where the School Council decides on the compatibility of the PhD attendance.

2. The Faculty Board of the PhD Course, in turn, will decide whether to accept the application for a one-year reduction in the duration of the course itself.

3. Doctors undergoing specialist training cannot receive a PhD scholarship or other forms of funding related to the attendance of the PhD course; if they hold a PhD position with a scholarship, they will be able to benefit from it only at the end of the Specialisation Course.
Art. 25
(Assistance activity)

1. The PhD students of the medical area, with the authorisation of the Faculty Board, can participate in clinical-assistance activities for a number of hours which cannot exceed 22 per week. For doctors undergoing specialist training and enrolled in a PhD program pursuant to the previous article, the provisions of current legislation and the specialist training contract shall apply with regard to carrying out assistance activities.

2. In order to participate in the assistance activity, PhD students in the medical area must have adequate insurance coverage against professional risks and hold a qualification and registration in the professional register.

3. The request to the Faculty Board must be submitted, subject to the authorisation of the Director of the multispecialty department of reference or of the Director General of the hospital of reference, with the consent of the Tutor, who certifies that the activity is necessary for the achievement of the objectives of the research project.

4. The tutor ensures that the activity is always carried out in his/her presence or in the presence of a person from the structure and that the possibility that PhD candidates are used in autonomous activities and in emergency/urgency and/or holiday activities is in any case excluded.

5. The activity is carried out without charges for the budget of the "L. VANVITELLI" University and does not give rise to rights regarding access to the roles of Italian universities.

Art. 26
(Working activity)

1. Students enrolled in PhD Courses, with the authorisation of the Faculty Board, can carry out working activities, provided that they are not incompatible with the PhD's activities and in conflict of interest with the University, and provided that those do not compromise participation in the overall activities of the PhD Courses and educational obligations also provided for by any financing projects from which individual PhD students can benefit.

2. In assessing the compatibility of the working activity, the Board requires the favourable opinion of the tutor and the notification of the performance of the PhD's activities outside the working hours to the relevant institution.

3. The PhD student must comply with all the educational obligations of the PhD Course and the deliberations of the Faculty Board.

4. It remains understood, for PhD students with scholarships, that the working activities must in any case be related to the acquisition of skills connected to the training area of the PhD.

5. The performance of unauthorised work is a reason for exclusion from the PhD.

CHAPTER V
FINAL EXAMS FOR THE ACHIEVEMENT OF THE QUALIFICATION

Art. 27
(Final exam, drafting and presentation of the dissertation)

1. The Doctorate qualification, shortened with the words: “Dott. Ric.” or “Ph.D.” is released following the positive evaluation of a research dissertation that contributes to the advancement of knowledge and methodologies in the chosen field of investigation.
2. It is conferred by the Rector. The “L. VANVITELLI” University, within the allowed limits, certifies the achievement of the qualification.

3. Prior to the conclusion of the Course, the Coordinator sends the resolution of the Faculty Board concerning the admissions to the final exam to the competent office.

4. The Faculty Board decides upon the acquisition, for each PhD student, of the written analytical assessment on the dissertation by two external assessors, as defined by art. 8, par. 6, third sentence, of Ministerial Decree no. 45/2013 and the related proposal for admission to the final exam. With the aforementioned resolution, the Faculty Board also decides on the possible proposal for postponement made by the assessors for a period not exceeding six months; however, the PhD student is not entitled to the enjoyment of the scholarship. After this period, the dissertation is in any case admitted to public discussion, accompanied by a new written opinion of the same assessors, made in light of any corrections or additions made.

5. The final exam is also subject to the drafting of a PhD dissertation in Italian or English or, subject to authorisation by the Faculty Board, in another language, as well as the submission, to be annexed to the dissertation, of a PhD student's report on the activities carried out in the Course and on any publications made during the Course.

6. Before taking the final exam, PhD students must submit an original of the dissertation to the Rector, within the terms and in the manner that will be made known by means of a special circular published on the University website in the PhD page - requirements for PhD students -, also signed by the Coordinator and any tutor, as well as sending as many originals to the members of the commission dealing with the final examinations referred to in article 29 below.

7. Within thirty days from the discussion and approval of the dissertation, the “L. VANVITELLI” University or the PhD, where possible, will file a copy of the dissertation, in digital format, in the ministerial database or in the University Catalogue relating to the research products, according to the indications that will be provided in a specific circular.

8. The university administration will, after the issue of the qualification, file two electronic copies of the dissertation with the central national libraries of Rome and Florence.

9. The competent offices will provide all useful information regarding the requirements necessary for the legal filing of the documents and their submission to the ministerial database.

10. Digital PhD dissertations must be filed without control devices.

11. Subject to authorisation from the Faculty Board, limitations may be placed on the access to the dissertation in whole or in part in relation to the use of data protected by industrial secrecy and/or intellectual works pursuant to current legislation on the subject.

12. In the application for an embargo, it is necessary to indicate the time limit of access to the dissertation: the time period can vary between 6 and 12 months or in exceptional cases for a maximum of three years (36 months).

13. The request must be duly explained and justified.

14. Access restrictions can be established for the following reasons:
- in relation to the use of data protected by industrial secrecy pursuant to current legislation on the matter;
- if the dissertation is being published by a publisher who does not allow open access before publication;
- if the dissertation is part of a larger research project, for which an agreement was previously
concluded with an external research body or with a funding body for the publication and dissemination of the dissertation only after the completion of the entire research project.

**Art. 28**

*(Patentable dissertations)*

1. A research dissertation falls into the sphere of patentability only if it solves an existing problem and is able to offer solutions that can be transferred at a technological level (technology transfer) for the benefit of the community (industrial development).

2. The patent request must be made before the discussion of the dissertation, as public and open discussion is equivalent to a publication.

3. After the filing request, publishing is allowed in any form.

**Art. 29**

*(Composition and appointment of the Commissions for the final exams)*

1. The Commissions for the final exams for the achievement of the PhD qualification are composed of 5 effective members, chosen from among professors and tenured researchers, of which at least two professors, and as many members as alternates. All members must be experts in the disciplines relevant to the scientific areas of the course.

Two effective members (plus two alternates) may belong to universities, including foreign ones, not participating in the PhD, in which case the dissertation will be discussed exclusively in a foreign language. Travel and subsistence expenses will be guaranteed to teachers who come from foreign universities, according to current legislation.

2. The Commissions may be supplemented, by no more than two experts, including foreign ones, on the proposal of the Faculty Board, within the public and private research bodies and entities in possession of requirements of high cultural and scientific qualification, in a consortium or in agreement with the “L. VANVITELLI” University.

3. All members of each commission are appointed by the Rector, after consulting the Faculty Board, whose proposals must be received within the deadlines indicated in the specific circular. The commission appoints its Chair and Secretary from among its members.

   It is up to the Rector to accept any justified resignation of the components and replace them.

   The appointment decree and any replacements will be published on the University website. The aforementioned publications are equivalent to a notification, in all respects, for PhD students who will have to take the final exam.

4. In the case of PhDs established as a result of international agreements, the Commissions are set up according to the methods provided for in those agreements.

5. For PhDs referring to different disciplinary sectors corresponding to different curricula, the Faculty Board can propose the appointment of a commission composed of a representation of the various sectors concerned.

**Art. 30**

*(Duties of the Commissions)*

1. The Commissions must complete their work within 60 days following the notification of the appointment.

2. They communicate the date, time and place of the final exams to the competent office.
3. The discussion is public and takes place at the premises of the “L. VANVITELLI” University or, only for foreign candidates, with authorisation from the Faculty Board for documented needs, also digitally.

4. The members of the Commissions, pursuant to the aforementioned art. 29, will receive by each PhD student an original of the dissertation, accompanied by the report of the Faculty Board on the activity carried out by each candidate.

**Art. 31**

**(Completion of the final exam)**

1. The final exam takes place based on an interview on the topic of the PhD dissertation.

2. Final exam sessions are public and the publicity of the related documents is ensured.

3. At the end of the discussion, the dissertation, with justified written collegial judgement, is approved or rejected. The commission, with unanimous vote, has the right to award the honour in the presence of results of particular scientific importance.

4. Candidates who receive a negative evaluation will not be able to repeat the final exam.

5. The date, time and place of the exam will be communicated directly to the PhD students, and in any case will be published by the Coordinator on the website of the Department where the PhD is carried out, in the page dedicated to the PhD Course. This publication will have an official notification value.

6. Where the result of a PhD dissertation has an immediate scientific and/or industrial impact or a significant humanistic/legal impact (testified, for example, by an international patent application or an industrial exploitation or a literary prize award or evidence of publicly expressed appreciation by academies at the national and/or international level), the PhD student, author of the research (whose role in the research itself must be highlighted) will be assigned, with a specific rectoral provision and on a justified proposal by the Faculty Board, a prize of 7,500 euro and an additional PhD scholarship to be used in the following cycle.

In the event that this occurring for several candidates of different PhD programs, a special commission composed of the coordinators of all PhD programs will indicate the sole winner of the prize.

**CHAPTER VI**

**INTERNATIONALISATION**

**Art. 32**

**(International PhD qualification and agreements for International PhDs)**

1. In the case of community and international collaboration projects, specific admission and organisational procedures may be envisaged, including a different starting date, which would take into account the characteristics of the individual projects, provided they are activated as part of accredited PhD courses. Regarding the accreditation procedures, the agreements can be concluded within the accredited courses or, if the agreement so requires, can include accreditation procedures for the course envisaged in the agreement.

The “L. VANVITELLI” University aims at internationalising its PhD Courses, in addition to the tools provided by art. 2, par. 2, letters a), c) and d), of Ministerial Decree 45/2013, also in the framework of cooperation agreements or research collaboration with other university institutions or foreign research centres.

2. The awarded qualification may also be purely honorary, provided they are framed within
EU regulations or recommendations, such as the European Union and/or the Conference of Rectors of member countries of the European Union.

**Art. 33**
(Doctor europaeus)

1. The “L. VANVITELLI” University issues the additional certification of “European PhD” when all the following documented conditions are met:
   - positive opinion on the dissertation work given by at least two referees from two university institutions in two different EU countries, other than the country where the candidate is registered;
   - presence in the commission of at least one member from a university institution in a country other than the country where the candidate is registered;
   - the discussion is held in a language other than the official language of the country where the candidate is registered;
   - the PhD dissertation must be the result of a work and research period lasting at least 3 months in an EU country (other than the country where the candidate is registered).

2. At the same time as the ruling relating to the admission of PhD candidates to subsequent years, the Faculty Board makes a request to the Rector to issue the European PhD certification for PhD students who can meet the aforementioned requirements.

3. The European Union logo will be placed on the parchment as a distinctive mark.

**Art. 34**
(PhDs with dissertation joint tutorship)

1. The “L. VANVITELLI” University enters into bilateral agreements with universities and/or research institutes concerning the creation of dissertation joint tutorship programs consisting of the development of a dissertation under the joint guidance of a professor at the “L. VANVITELLI” University and a professor from the participating University.

2. Each joint tutorship program is supported by an agreement that specifies the terms of the agreement in accordance with the following provisions:
   - enrolment at the home University also entails regular enrolment at the participating University, without additional contributions;
   - the participating University makes the necessary educational and research facilities available to the PhD student and, in any case, guarantees the services provided to its own PhD candidates;
   - each University provides its PhD student with insurance coverage against accidents;
   - the appointment of two dissertation supervisors, one for the Italian part, the other for the participating University, who follow the PhD student's research activities and evaluate, each with their own written report, the PhD dissertation. The positive judgement of both dissertation supervisors is a necessary condition for admission to the final exam;
   - the PhD student carries out his/her studies and research activities at the facilities of the two universities for approximately equivalent periods;
   - the final exam consists of the discussion of the dissertation before the Selection Commission, appointed by the Rector of the home University and composed of at least four members, including the two dissertation supervisors, in equal numbers for each University; each of the two Institutions undertakes to confer the PhD qualification, or equivalent, for the same dissertation, following a favourable report from the Selection Commission, or to confer a joint qualification;
   - the protection of the subject of the dissertation, as well as its publication, use and protection of the research results achieved by the PhD student at the two institutions will be subject to current legislation and guaranteed in accordance with the specific procedures of each country involved in the joint tutorship;
   - the financial costs associated with the mobility of the PhD student are borne by the home University.

3. The joint tutorship of PhD dissertations is normally carried out in favour of PhD students registered in the 1st year of the Course.
The Faculty Board can also authorise the activation of a dissertation joint tutorship for PhD students enrolled in the 2nd year of the Course if there are particular specific interests. In this hypothesis, the Faculty Board may simultaneously approve the one-year extension for the discussion of the final dissertation, if the PhD student must enrol in the first year of the course at the participant "L. VANVITELLI" University.

4. By October 31st of each year, the Faculty Board will proceed to the evaluation of the activity also carried out by the PhD students under dissertation joint tutorship enrolled at the participant “L. VANVITELLI” University for the purpose of admission to the following year.

5. The PhD qualification is completed with the term "dissertation under the joint tutorship of the “L. VANVITELLI” University of ......”

**Art. 35**

*(International PhDs)*

1. If the level of harmonisation achieved between the Italian university system and that of another country or other countries so allows, International PhDs can be established by concluding specific inter-institutional agreements.

2. Activation is subject to ministerial accreditation pursuant to the combined provisions of articles 10 and 3 of Ministerial Decree no. 45/2013, with the provision of at least four PhD scholarships.

3. The requirements for the activation of PhD with international mobility are identical to those of national PhDs.

4. The inter-institutional agreements for International PhDs that lead to the conferral of double/multiple or joint qualifications must comply with the following principles:
   a) indication of the participating Italian and foreign universities and/or bodies;
   b) reference to the PhD regulatory framework of the cooperating countries/institutions;
   c) analytical indication of scientific issues in the scientific project, with the possible provision of curricula, and adequate structure of the educational program, showing the reasons that make the institution of an International PhD appropriate;
   d) indication of a Coordinator responsible for the organisation of the Course, of the Co-director for each participating University and the Faculty Board;
   e) provision of a Faculty Board made up of no less than sixteen teachers, of which no more than a fourth researchers, or equivalent positions in foreign bodies, belonging to the macro-sectors consistent with the training objectives of the Course with equivalent positions in foreign bodies, of international fame and of documented scientific production, with a balanced presence of study in the premises of the proponents;
   f) provision for the election of the Coordinator of the Course by the Faculty Board;
   g) provision of a fair balance and distribution of the financial charges of each location, both in terms of material and financial resources (scholarships, operating expenses, use of spaces and laboratories) without restrictions of destination regarding the nationality of the PhD students who directly or indirectly enjoy the resources, it being understood that the contribution in terms of scholarships cannot be less than four.
   The “L. VANVITELLI” University will be able to contribute to operating expenses, financially or by making other resources available, or with scholarships.
   h) provision of methods for admitting students through procedures that ensure an adequate evaluation of candidates on an equal and non-discriminatory basis. Specific methods and criteria for admission to the International PhD Courses, determined by the Faculty Board, must be expressly indicated in the text of the notice, respecting in any case the principles of selectivity and transparency as well as suitable comparative evaluation of candidates regardless of their nationality;
   i) indication of the methods for the composition of the admission commissions, which must be composed of scholars appointed by the participating institutions; these scholars may also not belong to the proponents. Nobody can be part of the commission more than once in a three-year period;
l) indication of the composition of the final selection commissions with teachers appointed by the participating universities in the manner indicated by the inter-institutional agreements also including teachers not belonging to the proponents. Nobody can be part of the commission more than once in a two-year period;

m) the language or languages in which the dissertation must be written and discussed;

n) the issue of the joint qualification signed by the Rectors of all the Universities participating in the PhD Program or of a double or multiple PhD qualification, with the specific mention that the qualification is valid in each system with the denomination provided for by the relevant regulations;

o) for what is not expressly indicated, reference should be made to the specifications of the inter-institutional agreements.

5. The proposals, both of a new inter-institutional agreement and of a renewal, must be accompanied by the favourable opinion of the Department Council. The collegial bodies of the “L. VANVITELLI” University will evaluate the proposals, subject to the opinion of the Internal Evaluation Unit, as far as it is concerned.

6. The competent administrative offices must be promptly informed of the start of the negotiation of agreements aimed at establishing International PhD Courses in order to start the related procedures.

**Art. 36**

*(Visiting PhDs)*

1. PhD students from other universities (Italian or foreign) who spend a research period of more than a month at a Department of the “L. VANVITELLI” University, not included in specific agreements, at the request of a University professor who is a scientific reference, will be assigned the qualification of visiting PhD.

2. The Visiting PhD are not enrolled in the University's PhD Courses and do not qualify as PhDs of the University.

3. The secretarial offices of the Department where the Visiting PhD carries out the research period will take care of delivering to them a certificate of recognition for access to general research support services, including an email address, access to library services, the internet and computer rooms.

**CHAPTER VII**

*PAYMENT OF COMPENSATION TO COMPONENTS OF JUDGING COMMISSIONS*

**Art. 37**

*(Payments of expenses incurred)*

1. The external members of the Selection Commissions referred to in these Regulations are guaranteed only the reimbursement of expenses incurred, travel and subsistence, in accordance with current legislation.

**CHAPTER VIII**

*SCHOLARSHIPS, TAXES AND CONTRIBUTIONS*

**Art. 38**

*(Scholarships, taxes and contributions)*

1. By decree of the Rector, after deliberation by the competent academic bodies, the following items are established:

   a) the amount of the contribution for access and attendance to the Courses, as well as the conditions for exemption from payment of the same, providing that the contribution share of the PhD student with foreign citizenship and without scholarship, cannot exceed half of the sum provided for the Italian PhD student;
b) the amount and the methods of disbursement of the scholarships.

2. Scholarships have a duration of one year and are renewed on condition that the PhD student has completed the programme of activities planned for the previous year, verified according to the procedures established by the Faculty Board, without prejudice to the obligation to grant the scholarship only after the candidate passes the exam.

3. The amount of the scholarship is to be disbursed in monthly instalments postponed to the frequency and activity of study and research, with the exception of PhD students with foreign citizenship, for whom the disbursement is always carried out in advance with monthly instalments.

4. The amount of the scholarship is increased by a maximum of 50% for a total period not exceeding 18 months, if the PhD candidate is authorised by the Faculty Board to carry out research abroad.

5. The PhD scholarship is subject to the payment of separately managed INPS social security contributions, to the extent of two thirds paid by the administration and one third by the scholarship holder.

6. The scholarship for attending the PhD is compatible with other personal income received in the calendar year of greater enjoyment of the scholarship up to the limit defined annually by the Board of Directors. For the purpose of verifying this threshold, all personal income deriving from work activities are considered, with the exclusion of the amount of the scholarship or of any income support benefits paid according to the scholarship (such as the maternity allowance).

7. The PhD student is required to return, also in case of withdrawal from the Course, the scholarship instalments already received in the only cases in which he/she exceeds the income limit, as per the preceding paragraph, or is in one of the cases of incompatibility envisaged by current laws and by these regulations.

8. Starting from the first year, each PhD student will receive, in addition to the scholarship, a budget for research activities in Italy and abroad of not less than 10% of the amount of the scholarship, while starting from the second year the budget will be equal to 25%. The funds will be allocated to the administrative office of the PhD course in support of the PhD student’s research and training activities.

9. If the funds of the PhD students of the third year have not been completely used, exceptionally, the PhD Coordinator can authorise the missions of PhD students of the first year or of PhD students of the second year for which funds have not yet been allocated.

10. With the approval of the tutor, the PhD student may request authorisation for the expense/mission to the PhD Coordinator.

11. The eligible expenses for PhD students are as follows:
   a) missions of PhD students in Italy and abroad, Registration for conferences, seminars, etc.;
   b) consumables for research in which PhD students are involved (e.g. chemical reagents, electrical and electronic material, stationery, etc.);
   c) goods/equipment (e.g. hardware, software, scientific equipment). The assets must be inventoried and at the end of the PhD cycle will remain the property of the University.
   Of course, it is not in any case possible to purchase goods/equipment for personal use (for example cell phones, tablets, etc.);
   d) publishing costs;
   e) specific research training (e.g. language courses, advanced training courses, etc.);
   f) events in whose organisation PhD candidates are directly involved, (e.g. PhDay);
   g) in case of availability of unused funds, the Board can decide to use them for the
payment of travels of the foreign commission members for the final exams which envisage the conferment of the additional foreign qualification to the PhD student (e.g. Doctor Europaeus).

12. Also PhD students authorised abroad for research stays during which they benefit from the scholarship increase are entitled to reimbursement for missions, in order to encourage international exchanges.

13. If the PhD candidate is not evaluated positively for the renewal of the scholarship, or renounces it, the unused amount remains at the disposal of the institution, for the same purposes. In this case, the remaining part of the scholarship may, if compatible with the rules envisaged for the management of the single scholarship, be reassigned to a PhD student without scholarship of the same Course and of the same cycle, for a similar research project.

14. If the candidate has already received a scholarship for a PhD course, he/she cannot apply for a second time.

15. Scholarships may not be combined with other scholarships for any reason whatsoever, except for those awarded by national or foreign institutions to supplement, with stays abroad, training or research activities of scholarship holders. Scholarships for PhD attendance are compatible with Erasmus scholarships.
### INDEX

**CHAPTER I - ESTABLISHMENT**

<table>
<thead>
<tr>
<th>Article</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art. 1</td>
<td>(Establishment)</td>
<td>1</td>
</tr>
<tr>
<td>Art. 2</td>
<td>(Establishment methods)</td>
<td>1</td>
</tr>
<tr>
<td>Art. 3</td>
<td>(Renewal)</td>
<td>2</td>
</tr>
<tr>
<td>Art. 4</td>
<td>(Merger, demerger and renaming)</td>
<td>2</td>
</tr>
<tr>
<td>Art. 5</td>
<td>(Initial authorisation and periodic verification)</td>
<td>2</td>
</tr>
<tr>
<td>Art. 6</td>
<td>(Consortia)</td>
<td>3</td>
</tr>
<tr>
<td>Art. 7</td>
<td>(Agreements for the establishment of PhD Courses)</td>
<td>3</td>
</tr>
<tr>
<td>Art. 8</td>
<td>(Agreements for the financing of PhD scholarships and self-financing)</td>
<td>4</td>
</tr>
</tbody>
</table>

**CHAPTER II - COURSE PROCEDURES**

<table>
<thead>
<tr>
<th>Article</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art. 9</td>
<td>(Establishment and renewal proposal and Course Regulations)</td>
<td>5</td>
</tr>
<tr>
<td>Art. 10</td>
<td>(Course bodies)</td>
<td>6</td>
</tr>
<tr>
<td>Art. 11</td>
<td>(Educational and tutoring activities)</td>
<td>7</td>
</tr>
<tr>
<td>Art. 12</td>
<td>(Self-assessment commission)</td>
<td>8</td>
</tr>
<tr>
<td>Art. 13</td>
<td>(PhD Schools)</td>
<td>8</td>
</tr>
</tbody>
</table>

**CHAPTER III - METHODS OF ACCESS AND ADMISSION TO COURSES**

<table>
<thead>
<tr>
<th>Article</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art. 14</td>
<td>(Requirements for participation)</td>
<td>9</td>
</tr>
<tr>
<td>Art. 15</td>
<td>(Admission of holders of Research Grants)</td>
<td>10</td>
</tr>
<tr>
<td>Art. 16</td>
<td>(PhD in collaboration with companies, Industrial PhD and advanced training apprenticeship)</td>
<td>10</td>
</tr>
<tr>
<td>Art. 17</td>
<td>(Composition and appointment of the Selection Commissions)</td>
<td>11</td>
</tr>
<tr>
<td>Art. 18</td>
<td>(Competition procedures)</td>
<td>12</td>
</tr>
<tr>
<td>Art. 19</td>
<td>(Completion of works and start of Courses)</td>
<td>13</td>
</tr>
</tbody>
</table>

**CHAPTER IV - RIGHTS AND DUTIES OF PhD STUDENTS**

<table>
<thead>
<tr>
<th>Article</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art. 20</td>
<td>(Obligations and rights)</td>
<td>14</td>
</tr>
</tbody>
</table>
Art. 21 - (Causes for exclusion) ........................................................................................................ 16
Art. 22 - (Tutoring and supplementary teaching activities) ......................................................... 16
Art. 23 - (Incompatibility regime) .................................................................................................. 16
Art. 24 - (Connection between the PhD Courses and Medical Specialisation Schools
from the same university) 16
Art. 25 - (Assistance activity) ........................................................................................................ 17
Art. 26 - (Working activity) ............................................................................................................. 17

CHAPTER V - FINAL EXAMS FOR THE ACHIEVEMENT OF THE QUALIFICATION .......... 17
Art. 27 - (Final exam, drafting and presentation of the dissertation) ........................................ 17
Art. 28 - (Patentable dissertations) ................................................................................................ 19
Art. 29 - (Composition and appointment of the Commissions for the final exams) ............ 19
Art. 30 - (Duties of the Commissions) ............................................................................................. 19
Art. 31 - (Completion of the final exam) .......................................................................................... 20

CHAPTER VI - INTERNATIONALISATION ............................................................................... 20
Art. 32 - (International PhD qualification and agreements for International PhDs) ........ 20
Art. 33 - (Doctor europaeus) .......................................................................................................... 21
Art. 34 - (PhDs with dissertation joint tutorship) ......................................................................... 21
Art. 35 - (International PhDs) ........................................................................................................ 22
Art. 36 - (Visiting PhD) .................................................................................................................. 23

CHAPTER VII - PAYMENT OF COMPENSATION TO COMPONENTS OF JUDGING
COMMISSIONS .............................................................................................................................. 23
Art. 37 - (Payments of expenses incurred) ...................................................................................... 23

CHAPTER VIII - SCHOLARSHIPS, TAXES AND CONTRIBUTIONS .................................. 23
Art. 38 - (Scholarships, taxes and contributions) ......................................................................... 23