

**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. 240/2010 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. 240/2010;
- 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 18 October 2017 proposing to renew the PhD program in Economics and to possibly extend the deadline for the submission of applications;
- Having regard to the resolution of the Department of Law of LUISS Guido Carli of 10 October 2017 proposing to renew the PhD program in Law and Business and to possibly extend the deadline for the submission of applications;
- Having regard to the resolution of the Department of Business and Management of LUISS Guido Carli of 17 October 2017 proposing to renew the PhD program in Management and to possibly extend the deadline for the submission of applications;
- Having regard to the resolution of the Department of Political Science of LUISS Guido Carli of 17 October 2017 proposing to renew the PhD program in Politics: History, Theory, Science and to possibly extend the deadline for the submission of applications;
- Having regard to the resolutions of the Academic Senate and the Executive Committee respectively of 7 and 9 November 2017 approving the doctoral programs;
- Having regard to the R.D. no.26 of 23 February 2018 which issued the announcement of a competition by way of comparative evaluation for places on the thirty-fourth cycle of research doctoral programs, which was published in the Ordinary Supplement of the G.U.- 4th Special Series- no.23 of 20 March 2018 and established the 13 April 2018 16:00 CEST (UTC+2) as deadline for the submission of applications to be admitted to the evaluation;
- Having regard to the number of the applications so far submitted, rather scant;
- Obtained the favorable opinion of the Evaluation Team on 27 March 2018;

**DECREES AS FOLLOWS****ARTICLE 1 –DEADLINE EXTENSION**

There was an extension of the deadline of the R.D. no.26 of 23 February 2018, which issued the announcement of a competition by way of comparative evaluation for places on the thirty-fourth cycle of research doctoral programs, which was published in the Ordinary Supplement of the G.U.- 4th Special Series- no.23 of 20 March 2018, for the submission of the applications.

The deadline for the submission of the applications is established on the 14 May 2018 by **16:00 CEST (UTC+2)**.

## ARTICLE 2 – ESTABLISHMENT

The research doctoral programs set out in the specific sheets annexed hereto, which are an integral part hereof, are hereby established at LUISS Guido Carli for the 2018/2019 academic year, XXXIV cycle, and likewise the specific competitions for admission thereto.

The specific sheet for each program (see Annexes A, B, C and D) 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 and without scholarships, that will be awarded on the basis of the ranking order specific to each program and the scholarships, if any, tied to undertaking certain research in accordance with particular agreements.

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

Pursuant to MIUR Decree No. 45 of 8 February 2013 the doctoral programs will be commenced solely upon receipt of a positive opinion from the National Agency for the Evaluation of Universities and Research Institutes (ANVUR) on fulfillment of the requirements for ministerial accreditation. Therefore, the places on offer and the scholarships will be awarded only in the event of a positive outcome to such evaluation.

## ARTICLE 3 – 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, a specialized degree or an Italian bachelor's degree under the former university system or an analogous academic qualification awarded abroad that is officially recognized 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. The qualifications must be accompanied by all of the documentation specified in article 7 that is necessary to assess them.

**Also individuals who will be awarded the above mentioned qualification by and no later than 31 July 2018 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.

It is further specified that all candidates who submit self-certification under Presidential Decree No. 445 of 28 December 2000 will be admitted to participate in the competition subject to verification of the self-certified statements and that the University may at any time during the process, including after commencement of the doctoral program, check the veracity of the statements submitted.

In the event of a false statement, the University may order – by a reasoned decision of the Rector – that the candidate be removed from the competition or the doctoral program without prejudice to the ensuing criminal implications for the candidate.

## ARTICLE 4 – ADMISSION APPLICATIONS

The application for admission must be submitted online by the deadline set out in the relevant specific Annex hereto. 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 the relevant specific 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 set out in the relevant specific sheet annexed hereto.

Once the procedure for submitting the application has been completed, the candidate will receive a print-out thereof as proof of successful completion of the procedure.

Each candidate may apply for admission to more than one doctoral program.

Applications that by **16:00 CEST (UTC+2) on 13 April 2018** prove to be incomplete as regards either the filling out of the online form itself or the mandatory attachments shall be automatically rejected. Under no circumstances shall additions to the documentation included with the application be allowed after the expiry of the application deadline except for any documentation that the Research and Doctoral Programs Office may itself decide to request.

### **ARTICLE 5 – ADMISSION EXAM**

Admission is based on what is indicated in the relevant specific Annex hereto.

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 6 – COMPARATIVE EVALUATION, ADMISSIONS COMMISSION AND ITS DUTIES**

The comparative evaluation for admission to each program is based on what is set out in the relevant specific Annex hereto.

The Admissions Commission that comparatively evaluates the candidates for each doctoral 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 doctoral program, the candidates based on the sum of the points awarded to each one.

In the event of a tie between candidates as regards their overall score, the following select criteria shall be used to establish the ranking order for admission and scholarship purposes:

- a) in the event of a tie, the points awarded to the research proposal;
- b) in the event of a further tie, the points awarded in connection with the oral exam;
- c) in the event of a further tie again, the points awarded in connection with "other qualifications and variables of excellence";
- d) in the event of yet a further 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.

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 the relevant Annex hereto, by which date the ranking order and list 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 31 July 2018 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 7 – 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 eligible candidate from among those not originally admitted.

## ARTICLE 8 – ENROLMENT APPLICATION

By 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, admitted candidates must communicate by e-mail ([dottorati@luiss.it](mailto:dottorati@luiss.it)) their intention to enroll in the doctoral program, failing which they will be excluded.

Moreover, by the deadline that will be communicated in the notice of admission, admitted 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) and associated attachments, if any, to the Research and Doctoral Programs Office, LUISS Guido Carli, Viale Romania 32, 00197 Rome, failing which they will be excluded.

Should any successful candidates expressly or impliedly forgo admission prior to the start of the program, their place shall be awarded to the highest ranking eligible candidates from among those not originally admitted until the relevant places have been filled. No places shall be awarded in this manner after the start of the doctoral program.

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.

Candidates with a qualification awarded in an EU country must submit the following:

1. degree parchment in its original language;
2. diploma supplement and academic transcript in their original language;
3. translation into Italian or English of the two documents indicated in the preceding points 1 and 2: the translations are not required if the documents in question are issued by the institution directly in English.

Candidates with a qualification awarded in a non-EU country must submit the following:

- a. degree parchment in its original language;
- b. academic transcript in its original language;
- c. translation into Italian or English of the two documents indicated in the preceding points a and b: the translations are not required if the documents in question are issued by the institution directly in English.

For qualifications awarded in a non-EU country the admitted candidates may submit a statement of comparability of the foreign qualification issued by the Information Centre on Academic Mobility and Equivalence (CIMEA) as an alternative to submission of the documents indicated in points a and b above. In that regard candidates should click on the following link: <http://cis.cimea.it/estero/>.

LUISS reserves the right to check the documentation submitted by candidates. Should the qualification exhibited not fulfill the requirements set forth in this call for applications and not permit enrolment in the doctoral program, candidates who have made false statements shall be excluded from the program itself with an obligation to refund any improperly received scholarship installments without prejudice to any criminal implications that there may be.

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 9 – NUMBER OF PLACES ON OFFER AND SCHOLARSHIPS

The places on offer for each doctoral program are those indicated in the corresponding Annex hereto.

Details of any other scholarships, including as a result of cancellation of the scholarship of candidates admitted to the programs, will be communicated in a timely manner.

In particular, where specifically provided for in the said Annex, should a winner with scholarship accept admission to the program but not the grant, the next highest ranking eligible candidate will be awarded the place with the scholarship.

Scholarships shall be initially awarded for one year and will be renewed on condition that the candidate has completed the schedule 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 installments, is determined in accordance with Ministerial Decree of 18 June 2008 as amended. For 2018 the amount of each scholarship is set by Ministerial Decree No. 40 of 25 January 2018 and is worth € 15,343.28 subject to payment by recipients of their own share of the relevant social security contributions due.

The amount of the scholarship shall be increased by a maximum of 50% for a total period not exceeding 18 months if the doctoral student is authorized 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 if they are authorized by the Academic Board to conduct research abroad and for a total period not exceeding 18 months. That increase may not be used for periods shorter than one continuous month in the doctoral student's country of birth, citizenship, residence or domicile.

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.

Winners with a scholarship must join the so-called 'INPS Gestione Separata' State-run pension fund and e-mail LUISS ([dottorati@luiss.it](mailto:dottorati@luiss.it)) evidence of their registration in that regard. Scholarships are subject to the social security contributions payable to the said pension fund in accordance with applicable law, two thirds of which is borne by the University and one third by the scholarship holders themselves. Doctoral students enjoy the associated benefits and rights.

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 10 – 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 organized 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 Labor and Social Welfare Decree of 12 July 2007 published in Official Gazette No. 247 of 23 October 2007 apply to doctoral students.

## **ARTICLE 11 – 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 defense 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 defense 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 12 – 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.

Submission of the online application to participate in the selection process referred to in article 3 above implies the candidate's acceptance of the provisions hereof and the Research Doctorate Regulations issued by Rectoral Decree No. 1468 of 5 December 2016.

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.

(signed Prof. Paola SEVERINO)

