

PhD Announcement Academic Year 2021/2022

Disclaimer: This webpage and all the information hereby provided to readers and applicants are not intended to be a substitute of the official announcement and must be used for informational purposes only. The contents are based upon a translated summary of the official Call for applications which is the unique source to be considered accurate, complete and legally binding.

Application

The Call for applications for the 2021/22 PhD Programs is officially open. Applicants, regardless of their nationality, age and gender are invited to submit their applications. Applicants can find all essential information in the relevant paragraphs of this guide.

Possible modifications to: requirements, submission procedures, available positions and/or scholarships, will be given, before the deadline, at the page <http://dottorati.uniroma2.it>.

Activated PhD Courses and Application Deadline

#	PHD	DEADLINE
1	ANCIENT CLASSICS AND THEIR FORTUNE: ARCHEOLOGY, PHILOLOGY AND HISTORY	May 17th, 2021 at 23.59 PM (CEST)
2	ASTRONOMY, ASTROPHYSICS AND SPACE SCIENCE	May 17th, 2021 at 23.59 PM (CEST)
3	LAW AND JUDICIAL REMEDIES: PRIVATE LAW, COMPARATIVE LAW, ROMAN LEGAL SYSTEM	May 17th, 2021 at 23.59 PM (CEST)
4	PUBLIC LAW	May 17th, 2021 at 23.59 PM (CEST)

Requirements

The call is open to all applicants with a second level degree obtained in Italy or abroad within October 31st, 2021. The PhD Board will have to establish whether the degree awarded abroad could be considered equivalent to an Italian degree or not, through a specific assessment limited to the PhD call purposes.

The PhD description sheets form an integral part of the call and duly provide the requirements for the admission along with the expected dates of the exams. Any changes to the dates will be available at <http://dottorati.uniroma2.it> with a 15 days' notice.

Foreign applicants

Foreign applicants are only those with a foreign citizenship, **that is not italian**. Foreign applicants with a degree obtained in Italy are still considered foreigners for the PhD Call purposes. The previous definitions do not apply to SWATNet candidates, as established by the Swatnet regulation at <https://swatnet.eu/>. Applications must be submitted exclusively online according to the procedure described in the paragraph “Application procedure”. When entering their personal data in the online form, applicants are required to enter all the first names and last names on their passport. Moreover, **applicants are invited to avoid the use of nicknames, shorts and terms of endearment since this will result in an invalid fiscal code assigned by the submission system.**

During the online procedure, foreign applicants must choose only one of the following options:

1. to apply for the position and the scholarship as well **or**
2. to apply for the position only since they have their own source of funding (so-called Independent Candidates).

Independent Candidates (c.d. Foreign Country Fellows/Borsisti di Stato Estero) are allowed to skip the written exam and to hold the oral exam off site as well. Moreover they will be placed in a separate ranking list.

In addition to the requirements of both the call for applications and the PhD description sheets, foreign applicants with a non-EU degree title must submit the Declaration of Value to the PhD Office, within 6 months from the enrolment date.

Applicants with disability

In accordance to art. 3 of Law 104/1992, candidates with disability equal or higher to 66% that needs assistance and/or additional time have to notify the University Committee for Students with Disabilities by email at the following addresses segreteria@caris.uniroma2.it and giovanni.larosa@uniroma2.it:

- requests for ordinary assistance have to be sent at least 10 days before the first examination test;
- requests for special technology assistance have to be sent at least 20 days before the first examination test.

All assistance forms are available at this link: http://caris.uniroma2.it/?page_id=208.

Application procedure

The applications must be submitted online at this link <https://delphi.uniroma2.it/totem/jsp/index.jsp?language=EN> by following the procedure described below:

1. Click *STUDENT SECTION*
2. Click *Postgraduate Courses (BOX A)*
3. Click *Doctorate Degree Courses (BOX 4)*
4. Click *Enrollment to the Admission Test for the Doctorate Program (BOX 1)*
5. Click *Start application procedures (BOX a)*
6. Select the relevant *School*
7. Select the PhD you want to apply for. Each PhD has one selectable row for Italian applicants only and one selectable row for foreign applicants only. **It is important to read carefully and select the proper row.**
8. Enter the requested data in the text field. If you have multiple first names and/or last names in your passport, **it is important to enter all of them** because this will affect the fiscal code generation and to avoid **nicknames, shorts and terms of endearment**.

Click Next

9. Section “*MANDATORY INFORMATIONS AND DOCUMENTS*”: this part of the application is based on the corresponding section of the PhD sheet. Enter/upload the required information/documents. Please consider that the following fields are **always** mandatory, event if not specified in the PhD sheet:
 - *DEGREE*: enter the requested information related to your degree
 - *IDENTITY DOCUMENT*: upload a signed copy of your passport (EU nationals only can, in alternative, upload a signed copy of their national identity card)
 - *SCHOLARSHIP*: choose **one** of the following options
 - “I wish to apply also for a University Scholarship” (YES or NO)
 - “I don’t want to apply for a University Scholarship since I am an Independent Candidate**” (YES or NO)

Please note that the Reference Letter section is always showed. You will be able to skip it depending on the PhD sheet contents (that is, if it’s not indicated or it’s marked as not mandatory, then you can skip the reference letter section; if it’s marked as mandatory you are required to edit the section in order to continue with the application). The system will send an invitation to the appointed referee. Please make sure your referees have received the above mentioned invitation (even in the SPAM folder). Otherwise report the issue to serena.sposato@uniroma2.it.

Click Next

10. *The last is the UPLOAD section*

- *The first sub-section shows the mandatory documents previously uploaded. It is read-only, if you need to edit something go back to the relevant section*
- *The second sub-section allows to upload a zip file with your publications (max 30 MB)*
- *The third sub-section (OTHER) allows to upload everything marked as “discretionary – to be uploaded on delphi” in the PhD sheet along with everything you consider important for your evaluation*

Right under the upload box, there is the following label showed by the submission system:

"The uploaded files must be .ZIP files, with size less or equal to 30 Mb.

The names of the files contained within must not include spaces, parantheses, signs of various punctuations.

Succeeding Upload will overwrite the previously uploaded file."

Click Next – APPLICATION COMPLETED, WE HIGHLY RECCOMEND TO PRINT THE APPLICATION

At the end of the submission procedure the system will provide the finalized application form that must be printed, signed, scanned and finally emailed to giovanni.larosa@uniroma2.it, together with a signed copy of a valid identity document.

Applicants can submit multiple applications. Each application must be started *ex novo*.

All foreign applicants are required to pay for the application fee of 35 euros ex post, that is only if effectively admitted to the PhD. Further instructions will be provided by the PhD Office after the admission.

Editing an existing application

Applications can be edited as follows:

- <https://delphi.uniroma2.it/totem/jsp/homeStudenti.jsp?language=EN>;
- Postgraduate courses (box A);
- Doctorate degree courses (box 4);
- Enrollment to the Admission Test for the Doctorate Program (box 1);
- Modify application (box b - You have already filled out an application);
- Login with Fiscal code Code and CTRL (last page of the current application form)

Submitted applications must be edited before the deadline.

Enrolment

Admitted foreign applicants will receive the invitation letter from the PhD office along with further instructions. In particular they will be required to provide the following documents to allow the PhD Office to carry out the enrolment procedure:

- a) in case of Independent Candidates:
 - non-EU citizens must provide:
 - (i) a valid residence permit, or
 - (ii) the VISA, or
 - (iii) the documentation proving the ongoing visa application (a signed copy of the VISA application form, including the payment receipt for the visa processing);
 - both EU and non-EU citizens, must submit the documentation proving their financial statement such as, for example:
 - (iv) a bank account balance of at least 5.800 euros
 - (v) scholarship funded by the government of their country of origin
 - (vi) scholarship funded by the Italian Ministry of foreign affairs
 - (vii) the written declaration of any institution, both in Italy and abroad, that want to fund the PhD for whatever reason
 - (viii) an employment contract
 - (ix) family support by means of a written declaration along with valid identity document of one or more declaring family members

Under no circumstances an Independent Candidate may be a recipient of a University scholarship.

Under no circumstances the LazioDISU scholarship may be considered as a valid source of funding

- b) in case of foreign applicants that have applied **and** have been selected for the University scholarship, non-EU citizens must provide:
 - (i) valid residence permit, or
 - (ii) the entry VISA, or
 - (iii) the documentation proving the ongoing visa application (a signed copy of the VISA application form, including the payment receipt for the visa processing);
- c) in case of foreign applicants that have applied for the University scholarship **but not selected** for the scholarship, in addition to the documentation indicated in the previous point b), they must submit the documentation proving their financial statement such as, for example:
 - (iv) a bank account balance of at least 5.800 euros



- (v) scholarship funded by the government of their country of origin
- (vi) scholarship funded by the Italian Ministry of foreign affairs
- (vii) the written declaration of any institution, both in Italy and abroad, that want to fund the PhD for whatever reason
- (viii) an employment contract
- (ix) family support by means of a written declaration along with valid identity document of one or more declaring family members

Under no circumstances the LazioDISU scholarship may be considered as a valid source of funding

The deadlines for the enrollment, which will be made available on the PhD Office website, are referred to Italian applicants only. Foreign applicants will receive a specific communication by email.

Enrolled students accept to fully comply with the PhD Regulation of University of Rome Tor Vergata, issued by Decree of the Rector n. 1127 on 13 May 2016, available at https://web.uniroma2.it/module/name/Content/action/showpage/content_id/21717.

Grounds for exclusion and application rejection

Applicants will be excluded or application will be rejected if:

- All the requested documents and information are not provided within the deadline and in accordance with the rules laid down in the call, are not provided
- Either some or all requirements established in the PhD Description sheets are missing
- The application fee not payed within set out terms
- The signature, where explicitly requested, is missing
- The graduation day is later than October 31st, 2021.
- The academic qualification awarded abroad is not recognized as equivalent to an Italian qualification.
- The Declaration of Value is not provided to the PhD Secretariat within the prescribed term
- The research activities and the starting date of the PhD are not arranged, in agreement with the Coordinator, within fifteen days from the enrolment.
- Fraudulent and/or false statements have been provided. Declarations made can be subject to random verification in any moment during the PhD duration; in this specific case the selected candidates will also have to pay compensation equal to the scholarship's amount received.

Evaluation process

The maximum cumulative score for each candidate, that takes into account both admission test and declared qualifications, is of 100 points.

The minimum threshold for the admission is a cumulative score of 60/100.

If the admission test includes an oral exam, the date of the exam can be communicated the day of the written exam.

The ranking lists, both provisional and final, will be made available at this page: <http://dottorati.uniroma2.it>.

Candidates will be admitted to PhD courses according to the final ranking lists until all available positions are assigned.

In case a candidate is present in more ranking lists, he/she has to choose only one PhD for the effective enrolment.

Scholarships

Similarly to the PhD positions, scholarships are granted according to the final ranking list. The scholarship gross amount is € 15.343,28 per year including social security contributions (INPS) and it is exempt from IRPEF income tax. The scholarship will be granted on a monthly basis and has a yearly validity. It can be renewed for a maximum of three years if the candidate's activities are positively evaluated by the PhD Board. The previous amounts do not apply to SWATNet scholarships, as established by the Swatnet regulation at <https://swatnet.eu/>.

More information and assistance can be requested to serena.sposato@uniroma2.it

F.to Giovanni La Rosa
Head of PhD School