

Public Competition Announcement for PhD Courses
A.A. 2014/2015 – XXX Cycle



Art. 1
Purpose

The “Università per Stranieri” of Siena announces a selection procedure for admission to the 2014/15 (XXX Cycle) PhD Programme in “Historical Linguistics, Educational Linguistics, and Italian Studies. The Italian Language, Other Languages and Cultures”.

The scientific areas covered by the Programme are as follows:

L-LIN/01, L-LIN /02, L-FIL-LET/10, L-FIL-LET/11, L-FIL-LET/12, L-FIL-LET/13, M-STO/02

Duration: 3 years (November 1st 2014-October 31st 2017)

Specialized Curricula:

Curriculum 1 – **Linguistics and Didactics of Italian as a Foreign Language.**

Research Areas covered by the curriculum: L-LIN/01, L-LIN/02

Curriculum 2 – **Italian Literature, Italian Linguistics, Philology of Italian Literature, Modern History**

Research Areas covered by the curriculum: L-FIL-LET/10, L-FIL-LET/11, L-FIL-LET/12, L-FIL-LET/13, M-STO/02

Number of doctoral positions: 9

- 6 positions (3 in Curriculum 1, 3 in Curriculum 2) will be covered by grants, 2 of which will be funded by MIUR and 4 otherwise;
- 1 additional position will not be covered by grants;
- 2 positions will be reserved to foreign students. These positions will be covered by grants funded by foreign States.

Grants will be assigned following the rank list drawn up by the Evaluation Committee. If the candidates have equal merit, the students’ financial situation will be valued according to current laws (D.P.C.M. of April 09, 2001).

The amount of the grant corresponds to the minimum established by law.

The number of grants may be increased in the event that further funding is available from public or private subjects. An increased number of grants may cause a corresponding increase in the number of doctoral positions announced, both covered and not covered by grants.

Grant-holders from foreign countries will be subject to the same evaluation process as other applicants. Positions reserved to foreign grant-holders will be assigned following the rank list drawn up by the Evaluation Committee.

According to the agreement between the Tuscan Region and Tuscan Universities, it will be possible to obtain a PhD Degree in the context of a Higher-Level Apprenticeship Contract (art. 5 D.Lgs. 167/11): 2 of such positions are available.

According to Ministerial Decree 45/2013, PhD Courses are activated subject to accreditation by the Ministry. Successful applicants will therefore be able to enrol only following the aforementioned accreditation.

Art. 2

Admission requirements

Application to the public competition of the aforementioned PhD Research Programme (see article 1) is open to all, regardless of age and citizenship, who, by the date this call expires, possess one of the qualifications listed hereunder:

- an Italian “laurea specialistica” obtained according to the Ministerial Decree n. 509/1999;
- an Italian “laurea magistrale” obtained according to the Ministerial Decree n. 270/2004;
- and Italian equivalent university degree obtained under Italian regulations previously in force and whose length is no less than 4 years;
- a foreign degree equivalent to those mentioned above.

Admission is also open to those who will finish their degree **by October 31, 2014** – if not, their admission will be forfeited. In such cases admission will be “conditional”; the applicants will send by fax (n. 0577/283163) or hand out to the “Ufficio Post Lauream” a self-certification of the relative degree (a certification in case of Non-EU students). Self-certification (or certification in case of Non-EU students) should state the name of the awarding University, award date, grade and type of qualification (“vecchio ordinamento”, “Specialistica”/“magistrale”) and a copy of a valid identity document.

Applicants not in possess of the admission requirements must indicate the date by which they expect to have obtained the qualification.

The equivalence of a foreign degree is ascertained by the Evaluation Committee according to existent laws in Italy, in the country where the degree has been obtained, and according to international agreements in matter of international recognition of educational degrees.

Applicants who have a foreign degree which has not already been officially recognised as being equivalent to the Italian degrees aforementioned must send, by using the attached “Form B” and in ways according to those detailed in art. 3, the documents listed hereunder:

- the degree certificate complete with an Italian/English translation under the applicant’s own liability, of examinations passed and grades obtained. EU-citizens may send a self-certification according to DPR 445/2000 and Law n. 183 of November 12, 2011;
- any other documentation that may help evaluate the qualification (Diploma Supplement, an European-format CV, an equivalence certification when already obtained, etc.)

Applicants may be asked any moment to complement the documentation presented, in order to ascertain their right to be admitted to the selection procedure.

Applicants with a foreign degree will be excluded by the PhD Programme should upon verification their degree not result compliant with the requirements detailed in this call, thus impeding their enrolment in the PhD Programme.

Art. 3

Application

To participate in the public competition, candidates must apply on-line in accordance with the following procedure:

- 1) they must open their web-browser at the address <http://didattica.unistrasi.it/esse3/>:
 - applicants not in possess of a username and password can obtain them by choosing the option “Registrazione” in the “Area riservata” section on the left, where they will be asked to fill in a form. Username and password must be printed and kept carefully. Once they have been obtained, the applicant may proceed to point 2)
 - applicants already in possess of a username and a password, having been already registered as students of the Università per Stranieri of Siena, may use them. If an already registered

applicant does not possess anymore his/her username and password s/he may require them by clicking on the button “password dimenticata”.

- 2) they must select “Login” in the menu on the left under the section “Area Riservata”, then insert their username and password;
- 3) they have to follow the menu on the left: “Segreteria” – “Test di ammissione” and click on the button “Iscrizione Concorsi” on the bottom of the page;
- 4) they have to select “Dottorato di ricerca” then fill in the form with the personal data required.

At the end of the procedure the system will ask the applicant to print his/her application.

It is the applicant’s responsibility to verify the correctness of the finalization of the procedure.

An original signed copy of the printed application form, **complete with an indication of the Curriculum chosen by the applicant’s** and with all necessary documentation attached, must be submitted:

- by registered mail at the following address: Università per Stranieri di Siena – Piazza Carlo Rosselli, 27/28 – 53100 SIENA;

- by hand in sealed envelope at the “Ufficio dei Corsi Post Lauream” of the “Università per Stranieri di Siena” (Piazza Carlo Rosselli, 27/28 – Siena) from Monday to Friday 10:30-13:00, Tuesdays and Thursdays also 14.00-15.30;

- by certified e-mail (PEC) at the address unistrasi@pec.it. Application coming from not certified e-mail addresses will not be accepted.

The envelope containing the application form must present the heading “Contiene domanda ammissione concorso dottorato di ricerca”; the same heading must result as the “object” of the certified e-mail submitting the application.

Every envelope/certified e-mail must contain only one application complete with the required documentation.

Applications and attachments must be received by 14:00 p.m. (local hour), September 1st, 2014. The date of the postmark will not be accepted as an evidence of meeting the application deadline.

In case the applicant chooses to submit his/her application by certified e-mail, the application form and the required attachments, including those which have to be signed, must be sent in PDF format.

The University declines any responsibility in case the files sent by certified e-mail are not readable. Any disruption in the e-mail delivery determined by an excessive size of the message will be exclusively attributable to the applicant, who therefore may not file complaints about.

The documentation listed hereunder must be attached to the printed and signed application form.

The applicant failing to do so will be excluded by the public competition:

- a) European-format CV;
- b) the filled in and signed “Form A” “Qualifications, publications, language skills, other declarations”;
- c) publications (optional);
- d) the research project the applicant intends to pursue during the PhD Programme (max 3 pages equivalent to a total of 6000 keystrokes);
- e) a copy of a valid identity document;
- f) for applicants in possess of a foreign degree, the filled in and signed “Form B” “Recognition Request”.

Students with a disability may request in the application form special equipment and extra time to complete the admissions examinations, which will be arranged upon their providing a medical certification.

Personal data will be kept and processed according to the D.Lgs 196/03.

Art. 4

Admission Test

The selection procedure is based on a written and oral examination and on a comparative assessment of applicants' qualifications.

The examination aims at ascertaining both the applicants' aptitude for scientific research and their knowledge in the disciplinary fields required by the PhD Programme "**Historical Linguistics, Educational Linguistics, and Italian Studies. The Italian Language, Other Languages and Culture**".

The date, time and venue of the admission exams will be posted on the website <http://www.unistrasi.it/67/Dottorati.htm> at least 20 days prior to the date of the written examination. The announcement on the website is to be considered an official invitation to attend. Therefore, applicants will not receive any other invitation or correspondence regarding the tests.

Candidates must bring at the examination a valid form of identification.

The Evaluation Committee is appointed by Rectoral decree upon proposal by the competent authority of the PhD Programme. It comprises three members appointed among the Professors and Researchers of the University. Since the PhD Programme is articulated in 2 Curricula, the Evaluation Committee may be joined by another expert for each curriculum.

Art. 5

Evaluation Criteria

The Evaluation Committee appointed by Rectoral decree may grant the applicants up to a maximum of 100 points distributed as follows:

- | | |
|-----------------------|-----------------|
| - qualifications: | up to 10 points |
| - written examination | up to 45 points |
| - oral examination | up to 45 points |

Assessable Qualifications:

- grade of the "laurea magistrale"
or the equivalent 4-year "laura di vecchio ordinamento": up to 4 points
 points 4: 110 con lode
 points 3: 110
 points 2: 109-100
 points 1: 99-96
- master degree / other 2-year specialization up to 2 points
- academic publications up to 2 points
(the Committee will evaluate exclusively books and articles already published or accepted for publication)
- attested research activity in the relevant disciplinary field up to 2 points

Only qualifications indicated in the "Form A" and possessed by the deadline of the call will be evaluated.

In assessing the written and oral tests, the Committee will take into consideration the following criteria: breadth of knowledge in the subject, depth of analysis, originality, consistency.

During the oral exam, the Evaluation Committee may ascertain the candidate's knowledge of a foreign language as chosen by the candidate in the application form among the following: English, French, Spanish, German.

Candidates who have successfully passed the written exam will be admitted to the oral exam. A pass in the written exam will be a mark of no less than 35 points.

A pass in the oral exam will be a mark of no less than 35 points.

The minimum score required to be considered suitable for a doctoral position is 72/100.

Candidates admitted to the oral exam will be contacted by e-mail or phone.

When the admission examinations are over, the Evaluation Committee will draw up a rank list based on the total score awarded to candidates both for their qualifications and performance in the written and oral tests.

The rank list will specify for each candidate the Curriculum s/he applies for.

In the case there are not enough suitable candidates to fill the doctoral positions covered by the grants provided for one Curriculum, the available grants will be assigned according to the rank list of suitable candidates for the other Curriculum.

Art. 6

Admission to the PhD Programme

Candidates will be admitted to the PhD Programme according to their order on the rank list until all available places have been filled. If a successful candidate withdraws by November 30, 2014, the next candidate on the rank list will be offered the position.

Art. 7

Enrolment Procedure

Candidates admitted through the rank list must submit their enrolment form by 5 days from the publication of the rank list on the official notice board and on the website of the University.

Candidates must submit the following documentation:

- a) enrolment form (available on the website);
- b) n. 1 passport-sized photo;
- c) holders of grants funded by Ministerial Decree according to art. 4, c.3, L. 210/98 must submit a receipt of the payment of the regional tax for the right to study according to regional law n. 4 3/01/2005 and a statement in order to allow the university to issue a financial, social security and insurance placement of the candidate;
- d) holders of grants not funded by Ministerial Decree according to art. 4, c.3, L. 210/98 must submit a receipt of the payment of the first instalment of the doctoral fees and a receipt of the payment of the regional tax for the right to study according to regional law n. 4 3/01/2005;
- e) n. 1 duty stamp of € 16,00;
- f) a statement authorizing the university to process personal data.

Documents and qualifications in a foreign language must be accompanied by an Italian translation certified by an Italian consulate, embassy or diplomatic representative, or by an official translator.

Candidates in possess of a foreign degree must also submit:

- their degree certificate accompanied by the following consulate documents: translation, authentication and the declaration of value ("Dichiarazione di valore) issued by an Italian consulate, embassy or diplomatic representative in the country where the degree was issued. The declaration of value should also confirm that the degree obtained by the candidate will grant him/her entry to a similar university course in the country in which the qualifications were achieved.
- a valid residence permit (for Non-EU citizens only).

Public Administration (PA) employees admitted to the PhD courses are entitled to apply for extraordinary unpaid study leave for the entire duration of the course. Study leave, with or without pay, shall be granted to employees who do not waiver and are enrolling for the first time on a PhD course irrespective of the research field in accordance with Public Administration requirements according to Art. 2 of Law n. 476 of August 13 1984 and its subsequent amendments.

The provisions provided for by D.Lgs. of March 29, 2012, n. 68, apply to PhD Students.

The provisions on maternity protection apply to doctoral students according to the Decree of the Ministry of Labour and Social Security of July 12, 2007, published in the «Gazzetta Ufficiale» n. 247 of October 23, 2007.

Art. 8

Regional Tax and Doctoral Fees

Taxes and fees to be paid by PhD students comprehend:

- a) Regional Tax for the right to study in higher education according to regional law n. 4 of January 3, 2005 and its subsequent amendments and complements;
- b) Doctoral fee amounting to 1800 € according to the law n. 210 of July, 3, 1988 to be paid by PhD students who have not been funded by Ministerial Decree according to art. 4, c.3, L. 210/98; the fee may be paid in two instalments. The first instalment amounting to € 800 should be paid at the moment of the enrolment. The second instalment, which will vary according to the existent laws, should be paid by April 30. Students can ask for a reduction of the second instalment of the doctoral fee by submitting a request, to which they have to attach an Income Assessment (ISEE/ISEU) of the student's family for the previous year.

Students funded by the "Azienda Regionale del Diritto allo Studio" and students suitable or granted with student loans are exempt from paying the regional tax, the enrolment and doctoral fees according to art. 8, c. 2, DPCM of April 9, 1991. Students submitting an application for a grant or student loan to the "Azienda Regionale per il Diritto allo Studio" are temporarily exempt from paying the first instalment until the result of the application is known. In case the grant or student loan is not granted, the student will be required to pay the regional tax and the other due fees.

Students with a disability equal or superior to 66% are totally exempt from the regional tax, the enrolment and doctoral fees. To be granted the exemption they have to attach a documentation ascertaining their disability to the enrolment form (art. 8, c.1, DPCM of April 9, 2001).

Art. 9

Grants

Grants have a yearly duration and are renovated at the condition that the PhD student fulfils the programme of activities scheduled for the previous year and passes an evaluation of his/her progress.

In accordance with art. 1, D.M. of June 18, 2008, the amount of the grant is € 13.638,47 per annum gross of the separate Italian social security contribution (INPS), which the grant holder must pay. Grants are paid in monthly instalments.

Grants will be awarded after a comparative assessment of the candidates, as per art. 1 of the present call, and according to the ranking list. In case the PhD student withdraws from the Programme, the University Administration will not request to have back the instalments issued during the months when the PhD student has attended the PhD Programme activities as established by the PhD Board.

Grant holders can not combine this grant with grants of any other kind, unless they have been awarded by national or international organisations in order to enable the PhD student to travel abroad as part of his/her research project. Applicants who have already benefited from a PhD grant are not eligible for another.

Art. 10

Attendance of the Courses and Duties of PhD students

Except for the cases provided for by c. 5, art. 8 and art. 11 of the D.M. of February 8, 2013, n. 45, PhD Courses commence at the beginning of the academic year.

Admission on the PhD Programme entails the attendance at PhD courses and a full-time and exclusive research activity, except for the cases provided for by D.M. of February 8, 2013, n. 45. The PhD grant is subject to a separate Italian social security contribution (INPS) according to art. 2, c. 26, law n. 35 of August 8, 1995 and subsequent provisions and amendments; the grant holder must pay a third of it, the university administration the remaining two thirds. PhD students are allowed the protections and rights connected.

At the end of each year, PhD students must submit a detailed report on their research activity and progress to the PhD Board. The Board will admit students to the following year on the basis of an evaluation of their work. The Board may ask the Rector to exclude any student from the PhD Programme by reasoned order.

The PhD Board develop a programme of PhD teaching activities by November 1st according to the regulations and guidelines of the “Scuola Superiore di Dottorato e di Specializzazione – SSDS”.

Art. 11

Award of the Degree

The Degree of “Dottore di ricerca” (abridged as “Dott. Ric.” or “PhD”) will be awarded after a positive assessment of the PhD Student’s Doctoral Thesis, which has to contribute to the advancement of the knowledge or methods of the disciplinary field. Times and modes are ruled by art. 8, c. 6 of the D.M. of February 8, 2013, n. 45.

Art. 12

Data Protection Act

In accordance with law n. 196 of June 30, 2003, the University will use the applicants’ personal data only for the selection procedure and for institutional purposes.

Art. 13

Final Provisions

For matters not explicitly mentioned in the present call, current laws shall apply.

Siena,

The Rector
Prof.ssa Monica Barni

Form A – Titles, Publications, Language Skills and Other Qualifications

ATTACHMENT TO THE APPLICATION TO THE PH.D. PROGRAMME - XXX CYCLE

The undersigned (Surname and Name) _____

Born on __/__/____ in _____ (Prov. ____) Country _____

Place of residence _____ (Prov. ____) Address _____ ZIP code _____

Having applied on-line to the selection procedure for the admission to the PhD Programme in “Historical Linguistics, Educational Linguistics, and Italian Studies. The Italian Language, Other Languages and Cultures”.

Curriculum (tick only one choice):

Curriculum 1 – **Linguistics and Didactics of Italian as a Foreign Language.**

Curriculum 2 – **Italian Literature, Italian Linguistics, Philology of Italian Literature, Modern History**

declares

(delete the incorrect sections)

- That I am/I am not a Public Administration (PA) employee; in case I am, I work at _____;
- That I am/I am not enrolled in another university course at the “Università per Stranieri” of Siena or any other University; if I am, I commit myself to suspend its attendance in case I am admitted to the PhD Programme;
- That I have/I have not been previously awarded another PhD grant;
- That I have/I have not be awarded a grant/fund from the Institution/Ministry _____, which will last until _____.

Italian Degree:

N.	Degree	Place and date of award	Grade
1			
2			

2-year Specializations and Master:

N.	Specialization or Master (indicate the denomination of the title)	Duration	Place of award	Date of award
1				
2				
3				
4				

List of scientific publications (only articles and books already published or accepted for publication will be evaluated):

N.	Author	Title	Type of publication: article in academic journal; essay in an edited volume; essay in a Conference Proceedings; Book; Patent; Edited Volume; Other	Bibliographical data (year of publication, journal ISSN/ISBN /ISMN)
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

Documented research experience in the disciplinary field:

N.	Research activity (specify which kind)	Duration (from/to)	Institution at which the research activity has been conducted (indicate the address)
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

Language skills L2 in at least one of the following languages: Italian (mandatory for non Italian applicants), English, French, German, Spanish

Language: _____

Competence Level: A1, A2, B1, B2, C1, C2

Certified No Yes

If Yes, denomination of the certificate _____ Released by _____ date _____

Language: Italian (mandatory for non Italian applicants)

Competence Level: A1, A2, B1, B2, C1, C2

Certified No Yes

If Yes, denomination of the certificate _____ Released by _____ date _____

The undersigned _____

Aware of the legal consequences in case of false declarations, production or use of false documents as per art. 76 or P.R. 455 of December 12, 2000, declares that everything written above corresponds to the truth.

Date _____

Signature : _____

Form B – Request for the recognition of a foreign degree

ATTACHMENT TO THE APPLICATION TO THE PH.D. PROGRAMME - XXX CYCLE

To the Evaluation Committee of the Selection Procedure for the PhD Programme in *Historical Linguistics, Educational Linguistics, and Italian Studies. The Italian Language, Other Languages and Cultures*

The undersigned (Surname and Name) _____

Born on __/__/____ in _____(Prov. ____) Country _____

Place of residence _____ (Prov. ____) address _____
__ZIP code _____

Having applied on-line to the selection procedure for the admission to the PhD Programme in “Historical Linguistics, Educational Linguistics, and Italian Studies. The Italian Language, Other Languages and Cultures”.

- Curriculum 1 – **Linguistics and Didactics of Italian as a Foreign Language.**
 Curriculum 2 –**Italian Literature, Italian Linguistics, Philology of Italian Literature, Modern History**

ASKS

The Evaluation Committee to recognise the equivalence of his/her foreign degree in

Awarded on __/__/____ by the University of _____

For the sole purposes of being admitted to the PhD Programme.

Aware of the legal consequences in case of false declarations, production or use of false documents as per art. 76 or P.R. 455 of December 12, 2000, I attach the hereunder listed documents:

1. my degree certificate complete with an Italian/English translation under my own liability of examinations passed and grades obtained (EU-citizens may send a self-certification according to DPR 445/2000 and Law n. 183 of November 12, 2011);
2. any other documentation that may help evaluate the qualification (Diploma Supplement, an European-format CV, an equivalence certification when already obtained, etc.)

The undersigned also declares to be aware that the Università per Stranieri of Siena may in any moment request an integration of the documentation submitted, in order to ascertain my admissibility to the selection procedure.

Date, _____

Signature _____