

D.R. 330.15
Public Competition Announcement for PhD Courses
Y. 2015/2016 – XXXI Cycle/course

Art. 1
Subject

The University for Foreigners of Siena announces a selection procedure for admission to the 2015/2016 (XXXI Cycle/course) 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 2015-October 31st 2018)

Specialization 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.

Admission to course is a prerequisite for grant-holders from foreign countries.

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 Training and Research Apprenticeship Contract (art. 5 D.Lgs. 167/11): 2 of such positions are available.

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;
- an 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 obtain their degree **by October 31, 2015** (if such condition is not met, admission will be forfeited). In such cases admission will be “conditional” and applicants will be required to send an e-mail to postlaurea@unistrasi.it or hand in a self-declaration as proof of the relative degree (a certification in case of Non-EU students) to the “Ufficio Post Lauream”. Self-declarations (or certifications in case of Non-EU students) should state the name of the awarding University, award date, grade and type of qualification (“Laurea vecchio ordinamento”, “Laurea Specialistica”/“Laurea magistrale”) and a copy of a valid identity document.

Applicants who are not in possession 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, existent laws in the country where the degree has been obtained, and international agreements in matter of international recognition of educational degrees.

Applicants who hold a foreign degree which has not previously been officially recognised as being equivalent to the Italian aforementioned degrees 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 inclusive of examinations passed and grades obtained complete with an Italian/English translation under the applicant’s own liability,. EU-citizens may send a self-declaration according to DPR 445/2000 and Law n. 183 of November 12, 2011;
- any other documentation that may help evaluate the qualification (Diploma Supplement, European-format CV, an equivalence certification when already obtained, etc.)

Applicants may at all times be asked to complement the documentation submitted, in order to ascertain their right to be admitted to the selection procedure.

Applicants with a foreign degree will be excluded from 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 by the deadline September 1st 2015, 2:00 p.m., local time, by following the procedure hereunder:

- 1) open your web-browser and log in at the address <https://didattica.unistrasi.it>:
 - applicants not in possession of a username and password can obtain them by choosing the option “Registrazione” in the “Area riservata” section on the left sidebar, where they will be asked to fill in a registration form. Username and password must be preserved carefully. Once they have been obtained, the applicant may proceed to point 2)
 - applicants already in possession of a username and password, having been already registered as students of the The University for Foreigners of Siena, may use these. If an already registered applicant does no longer possess his/her username and password s/he may require them by clicking on the button “password dimenticata” (forgot your password?).
- 2) select “Login” in the left sidebar menu under the “Area Riservata” section, then insert username and password;

3) in the left sidebar menu, click on the link “Segreteria” ,then “Test di ammissione”, then “Iscrizione Concorsi” at the bottom of the page;

4) select “Dottorato di ricerca” then fill in the form with the personal data required.

When completing your application, please include the following attachments:

- scan of your identity document (valid passport or National ID);
 - European-format CV;
 - “Form A” “Qualifications, publications, language skills, other declarations” completely filled in and signed;
 - publications (optional);
 - the research project you intend to pursue as a PhD candidate (max 3 pages equivalent to a total of 6000 characters);
 - for applicants in possession of a foreign degree, “Form B” “Request for the Recognition of a foreign degree” completely filled in and signed.
 - Candidates who wish to be considered for places reserved for grant-holders from foreign countries must also submit a certification attesting grant ownership and “Form C” “Request for video-conference interview - for foreign candidates only”
- Once the procedure has been completed, the system will ask the applicant to print his/her application.

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

Attachments must be in PDF or jpg format, maximum size 5 MB each. File names must contain the candidate’s name and the attachment’s description.

Applications submitted under different formats and conditions will not be taken into account.

Students with a disability may request in the application form special equipment and extra time to complete the admission 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.

Regarding the positions reserved to foreign students, admission to the PhD programme takes place after the evaluation of qualifications and an interview by video conference (art. 7).

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> following the links Ricerca > Dottorati at least 20 days prior to the date of the written examination. The announcement on the website is to be considered as the official call to attend. Therefore, applicants will not receive any other call or notification 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 Lecturers of the University. Since the PhD Programme includes 2 Curricula, the Evaluation Committee may additionally include 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 obtained in the “laurea magistrale” or equivalent 4-year “laurea di vecchio ordinamento”: up to 4 points
 - 4 points: 110 con lode
 - 3 points: 110
 - 2 points: 109-100
 - 1 point: 99-96
- Master’s degree / other 2-year specialization up to 2 points
- academic publications up to 2 points
(the Committee will only evaluate volumes and articles already published or accepted for publication)
- documented research activity in the relevant disciplinary field up to 2 points

Only qualifications listed in “Form A” and held by the date this call expires 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 examination, the Evaluation Committee may verify the candidate’s knowledge of a foreign language chosen by the candidate in the application form among the following: English, French, Spanish, German.

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

A pass in the oral examination 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 examination will be contacted by e-mail or phone.

After admission examinations, 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 the curriculum each candidate applies for.

In the event where not enough suitable candidates 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.

Applicants can check the evaluation of their qualifications, written test results, admission to the oral test, and final overall evaluation on the platform <https://didattica.unistrasi.it> logging in with their credentials and following the path Segreteria > test di ammissione > Dottorato XXXI ciclo.

Final results will also be published on the University website at the following link: <http://online.unistrasi.it/albo/albo.html>.

Art. 6

Admission to the Doctoral 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, 2015, the next candidate on the rank list will be offered the position.

Art.7

Positions reserved to foreign students

The selection process for candidates from foreign countries will evaluate qualifications and oral tests using the Skype video conferencing platform. The Evaluation Committee can assign a maximum of 10 points in the evaluation of candidates' qualifications and a maximum of 45 points in the evaluation of oral tests, to be attributed according to the criteria in art. 5. During the oral examination the Evaluation Committee will verify candidates' knowledge in the subject, research skills and aptitude for research, as well as candidates' knowledge of the Italian language and a foreign language chosen among English, French, Spanish, and German – other than their mother tongue. A pass in the oral exam will be a mark of no less than 35 points.

To be eligible for admission to the Programme, applicants must achieve an overall score of 37 out of 55 points. The Evaluation Committee will draw up a separate rank list of suitable candidates. In the event of absence of any suitable candidates, the unoccupied positions will not be assigned to other candidates.

Applicants applying to positions reserved for grant-holders from foreign countries must also submit: a certification attesting grant ownership – issued by the abovementioned foreign country –or a copy of the application submitted to the competent authorities for the assignment of the same; the “Request for video-conference interview” form, clearly indicating the account which will be used in videoconferencing (Form C).

The candidate must be available at the account indicated , on the day and at the time established by the Evaluation Committee, as posted on the University website <http://www.unistrasi.it> following the path Research> Doctorates at least 20 days before the date of the oral examination. Such notice shall prevail for all purposes of law as official summons.

For identification reasons, and under penalty of exclusion from the selection process, each candidate is required to provide identification before the interview begins, by exhibiting the same identity document submitted as an attachment to the application. Failure to communicate personal account, unavailability of the candidate on the day and at the time established by the Evaluation Committee, and failure to exhibit a valid identity document are reasons for exclusion from the selection process.

Art.8

Enrolment Procedure

Candidates admitted and listed in the rank list must submit their enrolment form by October 31, 2015, h 24.00 (local time), following the appropriate procedure on the University website at <https://didattica.unistrasi.it>. After logging in with the username and password obtained during the registration process, candidates must select the links “Segreteria” – “Immatricolazione” in the left sidebar.

Once the procedure has been completed, candidates will be required to print out the enrollment form, sign it and hand it in to Segreteria studenti (or send it by ordinary mail to Università per Stranieri di Siena - Area Management and URP - Piazza Carlo Rosselli, 27/28, 53100 Siena) together with the following documents:

- a) 1 passport-sized photograph;
- b) for holders of grants funded by Ministerial Decrees in accordance with art. 4, c.3, L. 210/98: receipt of payment of the regional tax for the right to study in accordance with regional law n. 4 3/01/2005 and statement of financial situation, social security and insurance placement;
- c) for holders of grants not funded by Ministerial Decrees in accordance with art. 4, c.3, L. 210/98 and candidates not in possession of grants: receipt of payment of the first instalment of doctoral fees and receipt of payment of the regional tax for the right to study in accordance with regional law n. 4 3/01/2005;
- d) 1 € 16,00 duty stamp ;

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 holding a foreign degree must also submit:

- their degree certificate accompanied by the following consulate documents: translation, authentication and 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 will have to provide confirmation that the degree obtained by the candidate will be valid for applying to a similar Doctoral programme in the country in which the degree was issued.
- a valid residence permit (for Non-EU citizens only).

Public Administration (PA) employees admitted to the PhD Programme 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 waive and are enrolling for the first time on a PhD programme 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 provision of maternity protection applies to doctoral students in accordance with the Decree by the Ministry of Labour and Social Security of July 12, 2007, published in the «Gazzetta Ufficiale» n. 247, October 23, 2007.

Art.9

Regional Tax and Doctoral Fees

Taxes and fees to be paid by PhD students include:

- a) Regional Tax for the right to study in higher education according to regional law n. 4, January 3, 2005 and its subsequent amendments and complements;
- b) Doctoral fee amounting to € 1800 according to law n. 210, July, 3, 1988, to be paid by PhD students who do not hold grants funded by Ministerial Decrees in accordance with art. 4, c.3, L. 210/98; the fee may be paid in two instalments. The first instalment, amounting to € 800, will have to be paid at the time of enrolment. The second instalment, which will vary according to the existent laws, will have to 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 will have to attach an Income Assessment (ISEE/ISEU) of the student’s family for the previous year.

Students holding grants funded by the “Azienda Regionale del Diritto allo Studio” and students suitable for or granted with student loans are exempted from payment of the regional tax, the enrolment fee and doctoral fees in accordance with art. 8, c. 2, DPCM, April 9, 1991. Students submitting an application for a grant or student loan to the “Azienda Regionale per il Diritto allo Studio” are temporarily exempted from payment of the first instalment until the result of the application is known. Should the grant or student loan not be granted, the student will be required to pay the regional tax and all other due fees.

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

Art. 10

Grants

Grants have a yearly duration and are renewed on condition that the PhD student has fulfilled the programme of activities scheduled for the previous year and has passed 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 comparative assessment of the candidates, as per art. 1 of the present call, and according to the rank list. In the event of a PhD candidate's withdrawal from the Programme, the University Administration will not request refund of the instalments issued during the months when the PhD student was attending the PhD Programme activities as established by the PhD Board.

Grant holders cannot integrate 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 previously benefited from a PhD grant are not eligible for another.

Art. 11

Attendance to the Courses and Obligations of PhD students

Except for the cases provided in 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 to the PhD Programme entails attendance to PhD courses and full-time and exclusive research activity, except for the cases provided in D.M. of February 8, 2013, n. 45.

The PhD grant is subject to a separate Italian social security contribution (INPS) in accordance with art. 2, c. 26, law n. 35, August 8, 1995 and subsequent provisions and amendments; the grant-holder must pay one third of the contribution, whereas the university administration will be covering the remaining two thirds. PhD students are granted all related protections and rights.

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 develops 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. 12

Award of the Degree

The Degree of "Dottore di ricerca" (abridged as "Dott. Ric." or "PhD") will be awarded after 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. 13

Data Protection Act

In accordance with law n. 196, June 30, 2003, the University will use the applicants' personal data only for the selection procedure and for institutional purposes, in accordance with existent laws and regulations.

Art. 14

Final Regulations

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

Siena, 15/07/2015

The Rector
Fto. Prof. Monica Barni

Form A –Qualifications, Publications, Language Skills and Other

ATTACHMENT TO THE APPLICATION TO THE PH.D. PROGRAMME - XXXI 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 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 inappropriate 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 qualification name)	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 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 (L2) skills 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, indicate name of certificate _____ Released by _____ date _____

Language: Italian (mandatory for non-Italian applicants)

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

Certified No Yes

If Yes, indicate name of 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 - XXXI 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 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-declaration 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, European-format CV, equivalence statement 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 admissibility to the selection procedure.

Date, _____ Signature _____

Form C – Request for video-conference interview - for foreign candidates only

ATTACHMENT TO THE APPLICATION TO THE PH.D. PROGRAMME - XXXI 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 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

To be admitted to the oral exam scheduled for admission to the PhD programme through video conference mode. For this purpose please provide the following information:

Platform used for connection

Address used for connection

The undersigned further declares

To have read the all application regulations, in particular the regulations, in particular the requirements in Art. 7

Date, _____

Signature _____