

**rectoral decree**

**Announcement for comparative evaluations, based on qualifications and interview, for admission to the PhD programme Architecture and Arts of the Iuav School of Doctorate Studies academic year 2023/24 - cycle XXXIX**

**The Rector  
decrees**

**article 1 (subject matter)**

1 Università Iuav di Venezia announces the comparative evaluations, based on qualifications and interview, for admission to the PhD programme Architecture and Arts of the Iuav School of Doctorate Studies, academic year 2023/2024. The actual activation of the course is subject to the completion of the monitoring and evaluation process carried out by ANVUR (national agency in charge of evaluating university research and education).

2 35 posts are advertised, of which:

- a) 22 with doctoral scholarship;  
4 without scholarship;
- b) 2 reserved for scholarship holders from foreign countries;  
1 reserved for fellows in specific international mobility programmes;
- c) 5 with doctoral scholarship tied to the research developed by the Centro Superiore di Comprensione, Anticipazione e Ricerca Progettuale Applicata - C.SCARPA;
- d) 1 with scholarship tied to the research theme *Visual communication for environmental issues: engagement solutions to support the maritime ecological transition in the framework of Maritime Spatial Planning*;

3 The information sheets annexed to this decree (annex 1, annex 1bis and annex 1ter) describe the course's areas and research topics.

4 Four separate ranking lists will be established:

- one for the posts referred to in the previous paragraph 2 point a);
- one for the posts referred to in the previous paragraph 2 point b);
- one for the posts referred to in the previous paragraph 2 point c);
- one for the posts referred to in the previous paragraph 2 point d).

5 The number of places with a scholarship may be increased as a result of any subsequent funding from public or private entities, subject to the application deadline.

6 This notice has the force of notification for all purposes. Candidates will not receive any communication at their home address. All communications to candidates relating to this competition shall be made by the university by e-mail to the address indicated by the candidate during submission of the application by means of the specific electronic procedure described in article 3 below.

7 The university accepts no responsibility for the loss of communications due to incorrect information provided by the candidate's e-mail address or due to non- or late communication of the change thereof, or due to computer errors not attributable to the university. **Applicants are invited not to wait until the last few days before the deadline to submit their application.** The university accepts no responsibility for any malfunctions due to technical problems and/or overloading of the communication line and/or application systems.

**Article 2 (admission requirements)**

1 Those persons eligible to apply for the comparative assessment for admission to the Architecture and Arts PhD programme, without any age or nationality restrictions, are

those who have:

- a) a degree awarded in accordance with the regulations prior to Italian Ministerial Decree 509/1999 (old system);
- b) a specialist/master's degree pursuant to Italian Ministerial Decree 509/1999 or to Italian Ministerial Decree 270/2004 (new system);
- c) second-level academic qualifications awarded by institutions belonging to the AFAM (Advanced Artistic and Musical Education) sector;
- d) a degree obtained at a foreign university that is comparable in level, nature, content and academic rights to the Italian degree required and recognised as suitable. Recognition, which is only useful for the purposes of admission to the PhD programme, will be decided by the selection board in charge of the comparative assessment in compliance with the legislation in force in Italy and in the country where the degree was awarded and with international treaties or agreements on the recognition of degrees for the pursuit of studies.

2 Anyone who is supposed to obtain the qualification referred to in paragraph 1 by the deadline for registration indicated in article 8 below may also apply for admission, under penalty of forfeiture of admission in the event of a positive outcome of the selection. In this case, the candidate must attach self-certification of the examinations taken, complete with the date and grade obtained.

3 With the exception of candidates who are scholarship holders from foreign countries or scholarship holders in specific international mobility programmes, possession of appropriate certification of knowledge of one of the main European languages at a minimum level of B2 according to the Common European Framework of Reference for Languages, as indicated in Article 6 below, is an admission requirement.

4 Applications for admission will not be accepted from candidates already enrolled in doctoral programmes established at Università Iuav.

5 All candidates are admitted to the competition procedure provisionally. The Università Iuav di Venezia may at any time, by reasoned decision, order exclusion for failure to meet the prescribed requirements.

### **Article 3 (submission of the application)**

1 Each candidate may submit only one application.

2 In order to apply for admission to the comparative evaluation, all candidates must under penalty of exclusion:

- a) Complete the application for admission using the form in appendix 2 which form an integral part of this notice.
- b) Submit the above application in one of the following ways:
  - printing out of the document; manual signature and scanning in pdf format;
  - digital signature (PAdES or CAdES).

Failure by the candidate to provide a signature will result in exclusion of the candidate from the comparative evaluation.

c) Carry out and complete the electronic procedure no later than **Thursday 4 May 2023 at 1 pm CEST** by connecting to the university's website at <https://iuav.esse3.cineca.it> Already registered users, after entering their login and password, can proceed to enter the application from the "secretariat" menu by following the path "Pre-enrolment"- "Competition enrolment".

Non-registered users must register on the website via "Registration". Once they have obtained their login and password, they will follow the above path. Foreign applicants who do not have an Italian tax code must, during registration, select the item "Foreign student without Italian tax code".

d) Upload, following the procedure described above, the duly completed and signed application referred to in point a) above and the documents referred to in Article 4 below. Once you have completed all the steps in the online procedure, you will be able to confirm your admission to the competition by clicking on the "Complete your application" button. Once you have completed your admission, you will be able to re-open your application and make changes to the documents you have uploaded using the "Edit application" button, which will remain active until the application deadline. Once the deadline has expired, it will no longer be possible to modify the data entered, add, delete or change the documents attached, with the exception of the certificate of knowledge of a foreign

language referred to in art. 6, which can be uploaded to the platform using the "Modify qualifications" button.

Incomplete applications will not be accepted. Under penalty of exclusion, all documentation indicated as mandatory must be uploaded.

e) Once the online procedure has been completed, **within the ten working days following the deadline of this call for applications**, the candidate must make the payment of € 58.00 as a fee for access to the Architecture and Arts PhD programme through the PagoPA system, which allows the candidate to choose between:  
> online payment by credit card or bank transfer (homebanking);  
> payment in person by printing out the payment notice to be presented at one of the authorised processors or one of the credit institutions participating in the PagoPA system (tobacconists/receivers belonging to the SISAL SuperEnalotto circuit).  
Verification of payment will be carried out ex officio. The Luav University may at any time order exclusion due to reasons of non-payment. Please note that the admission fee is non-refundable.

3 Applications will not be accepted after the deadline.

#### **Article 4 (documentation to be attached to the application)**

1 In order to complete the application procedure, candidates must upload the following documents in the manner described in Article 3 above:

##### **compulsory under penalty of exclusion:**

- a) duly completed and signed application form (Annex 2);
- b) double-sided photocopy of a valid identity or identification document;
- c) certification/attestation of knowledge of a foreign language at a minimum level of B2, pursuant to art. 6, paragraphs 1 and 2 below, or a declaration drawn up on the basis of the model in annex 3 to this call, of which it forms an integral part. Please note that any false or misleading declarations made in the declaration in lieu of certification are subject to the penal sanctions provided for by Italian Presidential Decree no. 445 art. 76 of 28 December 2000. We therefore recommend that you fill in the annex 3 form with the utmost care. The form cannot be replaced once the deadline for submission of the application has expired;
- d) CV in A4 format including a list of any scientific publications;
- e) text relating to a hypothetical research topic (not binding in the event of admission to the course) using the form proposed in Annex 4 to this call, of which it forms an integral part;
- f) self-presentation video in mp4 format lasting no longer than three minutes where candidates describe their research interests and the reasons why they apply for the Architecture and Arts programme;
- g) (only for undergraduates who will obtain their degree at an Italian university by the enrolment deadline indicated in Article 8 below) self-certification of examinations taken including date and grade obtained;
- h) (only for candidates holding a degree obtained abroad) degree in the original language and its translation into Italian or English by the candidate;
- i) (only for candidates with a degree obtained abroad) certificate of examinations taken in the original language and translation into Italian or English by the candidate;
- j) (only for candidates on places reserved for foreign scholarship holders or scholarship holders in specific international mobility programmes) a document drawn up in accordance with the facsimile in Annex 5 attesting to the possession of a study grant awarded by specific international mobility programmes, public institutions or private entities in the country of origin or other foreign country.

##### **Submission of the following documents is optional, but highly recommended:**

- a) dissertation with abstract of max. 1,000 characters (including spaces);
- b) portfolio (max. 12 pages/folders);
- c) letter(s) of presentation drafted by university professors, scholars or renowned professionals (max 2);
- d) any scientific publications (max. 5);
- e) any documentation deemed useful for assessing the eligibility of the qualification obtained abroad (e.g. course programmes, diploma supplement, certificates from ENIC-NARIC centres).

2 All documents must be in **pdf, jpg or mp4** (for video) format with a maximum size of 5

MB. Attachments larger than 5 MB must be divided into several parts. **Attachments in different formats (e.g..doc, . xls) will not be considered valid for selection purposes.**

3 The documentation subject to evaluation is requested preferably in Italian or English.

4 All documents submitted may be checked by the administration. In the event of irregularities, admission to the evaluation or subsequently admission to the course will be null and void.

**Article 5 (comparative evaluation and admission tests)**

1 The Rector of the Università Iuav di Venezia shall appoint by decree the committee assigned to evaluation of the candidates. For the posts with scholarship tied to the research themes referred to in the previous article 1 paragraph 2 points c) and d), the committee may be integrated by experts with a high cultural and scientific profile.

2 The comparative evaluation procedure consists of two stages. The first consists of the evaluation of the qualifications possessed by the candidates, the second of the evaluation of an interview held by the candidates who have obtained the minimum score indicated in paragraph 9 below.

3 Following the evaluation of the qualifications, the selection board shall determine, by majority vote, the ranking of the candidates admitted to the interview. Candidates are identified by the preregistration number.

4 The ranking list for admission to the interview are posted on the University's online Official Notice Board and published on the Università Iuav di Venezia website <http://www.iuav.it> Candidates will not receive any personal communication.

5 The interview for foreign candidates who so request may, with the consent of the selection board, be conducted in English.

6 Candidates residing abroad for study or work reasons, duly documented, may request to be interviewed remotely. Applicants wishing to take advantage of this method must promptly make a request by sending an email to [dottorati@iuav.it](mailto:dottorati@iuav.it) or to the legal mail [ufficio.protocollo@pec.iuav.it](mailto:ufficio.protocollo@pec.iuav.it). The candidate must be available on the day and at the time established by the commission. For the purposes of identification and under penalty of exclusion from the selection procedure, each candidate must identify themselves before the interview begins by producing a valid identity document. Failure to attend the interview for any reason whatsoever, unavailability of the candidate on the scheduled day or at the scheduled time, or failure to produce a valid identity document are grounds for exclusion from the selection procedure. These grounds for exclusion do not apply if the candidate, in possession of a valid identification document, presents themselves, on the day set for the interview, to take the oral test in person.

7 Candidates who are beneficiaries of Italian law no.104/1992 are guaranteed, upon request, special arrangements for conducting of the interview. Candidates may submit their request, attaching appropriate medical certification, using the same platform.

8 At the end of the interviews, the selection board will determine, by majority vote, the ranking of candidates eligible for the course. The ranking list will be posted on the Official Online University Register and published on the Iuav University of Venice website <http://www.iuav.it>

9 The committee has a maximum of 40 points for the evaluation of the qualifications. The commission will award points on the basis of the following indicators: relevance of the candidates' academic qualifications to the profiles characterising the doctoral research as described in Annex 1, 1 bis or 1ter of this call (max. 10 points), relevance of the candidates' previous work and/or research experience to the profiles characterising the doctoral research as described in Annex 1, 1bis or 1ter of this call (max. 10 points), relevance of the proposed research topic to the profiles characterising the doctoral research as described in Annex 1, 1 bis or 1ter of this call (max. 20 points). Candidates obtaining a minimum score of 22/40 will be admitted to the interview.

10 For the assessment of the interview, the committee has a maximum of 60 points, which will be awarded on the basis of the following indicators: demonstration of scientific preparation in the disciplines of the course, in particular in the research topic referred to in article 4 paragraph 1 point e) above (max. 30 points), readiness and dialectical and critical ability in answering questions (max. 30 points).

11 The conduct of the interview is public.

12 Applicants with a minimum total final score of 60/100 are eligible for admission to the course.

13 The Rector shall issue a decree to admit the successful candidates to the course within the limits of the available places. The decree is posted on the Official Online University Register and published on the Università Iuav di Venezia website <http://www.iuav.it>

**Article 6 (certification of knowledge of the language)**

1 With the exception of candidates for places reserved for foreign scholarship holders or scholarship holders in specific international mobility programmes, all candidates must be in possession of certification issued by a certifying body or certification issued by language training centres, including private ones, that have achieved a level of knowledge of one of the main European languages chosen from Italian (only for foreign candidates), English, French, German and Spanish. Certificates issued by programs or online platforms for self-assessment of the language knowledge will not be accepted.

2 The minimum language level required is B2 or higher according to the Common European Framework of Reference for Languages (CEFR). Certificates shall clearly report that the language proficiency level is CEFR B2 or higher. Only for the English proficiency certificates issued before 2018, please refer to the following table specifying the minimum accepted score, in case the level CEFR B2 is not clearly specified

TEST	CEFR Level B2
Cambridge	Minimum: FCE - B
IELTS (International English Language Testing System)	Minimum: 6
ETS – TOEFL (Test of English as a Foreign Language)	Paper based (total score): ≥ 547
ETS – TOEFL (Test of English as a Foreign Language)	Computer based (total score): ≥ 210
ETS – TOEFL (Test of English as a Foreign Language)	Internet based (total score): ≥ 78
ETS – TOEIC (Test of English for International Communication – Listening)	≥ 720
Trinity College London	Minimum: ISE II

For other languages, it must be clearly specified in the certificates that the acquired language level corresponds to B2.

3 University proficiency examinations may also be accepted provided that it is explicitly stated in the official examination syllabus that passing of the examination results in the attainment of level B2 or higher. The passing of university examinations must be self-certified by means of attachment 3 of this call, clearly indicating the details of the examination (mark obtained and date of passing) as well as all the necessary details to proceed with the request for confirmation to the university of origin. Please note that the hypothesis of false and misleading declarations committed with the declaration in lieu of certification is subject to the penal sanctions provided for by Italian Presidential Decree of 28 December 2000 no. 445 art. 76. It is therefore advisable to complete the form with the utmost care. The form cannot be replaced once the deadline for submission of the application has expired.

4 All candidates who are in one of the following conditions are exempt from submitting the afore-mentioned language proficiency certificate:

- a) holding a qualification from an institution where teaching is conducted entirely in one of the main European languages referred to in paragraph 1 above;
- b) possession of a degree in the classes related to European languages, literatures and cultures indicated in paragraph 1 above;
- c) citizens of countries where the official language is English.

Candidates who intend to avail themselves of the exemption must submit a declaration in lieu of certification using the form in Annex 3 of this call, of which it is an integral part, supported, if necessary, by suitable documentation to prove the above, in particular in the event that the qualifications referred to in points a) and b) above were obtained abroad. Please note that the hypothesis of false and misleading declarations committed with the declaration in lieu of certification is subject to the penal sanctions provided for by Italian

Presidential Decree of 28 December 2000 no. 445 art. 76. It is therefore advisable to complete the form with the utmost care. The form cannot be replaced once the deadline for submission of the application has expired.

**5 Foreign candidates are highly recommended to have a basic knowledge of the Italian language in order to be able to attend the School initiatives from the beginning of the first year.**

6 For candidates competing for posts reserved for scholarship holders from foreign states or for scholarship holders in specific international mobility programmes, it is not compulsory to provide certification of language knowledge. The selection board in charge of the comparative evaluation may ascertain knowledge of Italian or English during the interview.

7 For the purposes of admission to this competition, language proficiency certificates will be taken into account even if they have expired.

8 If a candidate is not in possession of the certification referred to in this article by the deadline for submitting the application, they may obtain it at a later date, undertaking to provide a copy of the certification or to self-certify a positive result in the test for the obtaining of certification by the date of the oral test, under penalty of exclusion. In this case, instead of the language knowledge certificate, the candidate must upload a declaration, using the form in Annex 3 of this notice, of which it is an integral part, in the online application procedure. Applicants are reminded that any false or misleading declarations made in the declaration in lieu of certification are subject to the criminal sanctions provided for by Italian Presidential Decree no.445 art. 76 of 28 December 2000. It is therefore advisable to complete the form with the utmost care. The form cannot be replaced once the deadline for submission of the application has expired.

#### **Article 7 (interview dates)**

1 The interviews will be held at luav - Palazzo Badoer - San Polo, 2468 Venice. The date and time will be communicated at least ten days before the interviews by means of a notice published on the university's official online notice board and on the website [www.iuav.it](http://www.iuav.it). The publication on the official notice board and on the university website has the value of notification to all candidates. Candidates are therefore required to appear, without prior notice, at the interview venue, on the day and at the time indicated in the notice, presenting a valid identification document in accordance with Italian Presidential Decree no. 445 of 28 December 2000.

#### **Article 8 (enrolment in the course)**

1 Anyone admitted to the doctorate programme who wishes to confirm their enrolment, within the peremptory deadline of **31 July 2023**, must complete the appropriate computer procedure by connecting to <https://iuav.esse3.cineca.it> of the university website. After accessing the reserved area, by entering the login and password obtained during registration, it is necessary to select the item "Enrolment".

2 Upon completion of the online pre-registration, it is necessary to proceed to the payment of the regional tax for the right to study and of the stamp duty paid in virtual mode referred to in Article 10 below. Payment must be made by the same deadline indicated in paragraph 1 of this article.

3 By the same deadline, anyone who has been admitted who wishes to confirm their enrolment must send the following documents, also by e-mail, to the Università luav di Venezia – School of Doctorate Studies (Monday to Friday from 9.00 am CEST to 12.30 pm CEST; Tuesday and Thursday also from 3.00 pm CEST to 4.30 pm CEST; ph. +39 041 2571886 – 1865 – 1731- 1787; [dottorati@iuav.it](mailto:dottorati@iuav.it)):

- a) registration form (Annex 6 or 6bis of this decree);
- b) double-sided photocopy of a valid identity or identification document;
- c) double-sided photocopy of the tax code;
- d) tax data self-certification form (Annex 7 to this decree);
- e) Non-EU citizens must also present a residence permit and/or entry visa;
- f) Anyone who holds a qualification obtained abroad must also submit:
  - original diploma (or certified copy) certifying the qualification envisaged as an entry requirement, translated into Italian, legalised and stamped 'apostille' (please check carefully the requirements according to the country where the qualification was obtained).
  - for university degrees obtained in a non-EU country, the original "declaration of

value in situ", issued by the Italian diplomatic-consular representation of the country to whose system the institution that issued the degree belongs, which must show that the degree possessed is valid in the country in which it was obtained for enrolment in an academic course similar to a PhD programme. As an alternative to the declaration of value, a certificate of comparability issued by the ENIC-NARIC centres may be submitted. If it is not possible to submit the declaration of value or the certificate of comparability by the deadline referred to in paragraph 2 above for reasons arising from the timing of the issuance of the afore-mentioned documents at the diplomatic-consular representations or at the ENIC-NARIC centres, the candidate must submit a document proving the start of the process related to the issuance of the afore-mentioned declarations;

- for degrees awarded in a country belonging to the European Higher Education Area, Diploma Supplement (if provided for by the university that awarded the degree) or, alternatively, certificate of comparability issued by ENIC-NARIC centres.

4 Failure to perform or incomplete performance of the provisions of the preceding paragraphs within the peremptory deadline referred to in paragraph 1 above shall be considered as renunciation of the course.

5 Candidates who obtain their degree within the deadline referred to in paragraph 1 above shall promptly submit suitable self-certification of their actual degree achievement specifying the university, course of study, date and grade obtained. Failure to obtain the degree shall result in the cancellation of any enrolment made.

6 In the event of renunciations by eligible candidates, as many eligible candidates will be admitted to the course according to the order of the ranking list. In the event of a tie, places with a scholarship will be assigned on the basis of economic situation as indicated in art. 9 paragraph 1 below; places without a scholarship will be assigned on the basis of age with priority given to the youngest candidate.

7 For the purposes of crediting scholarships, any reimbursements and any other credit the University should provide to students, the luav Card may be activated by following the instructions on the following web page <http://www.iuav.it/studenti/procedure/-carta-aten/>

#### **Article 9 (scholarships and other benefits)**

1 The study grant, amounting to €16,243.00 per year gross of social security contributions, is awarded according to the order defined in the admission ranking list. In the event of equal merit, the evaluation of the economic situation as determined in accordance with current legislation on the right to study shall prevail.

2 In order to be awarded and to maintain the scholarship, doctoral students holding scholarships must not have an annual income in excess of the annual amount, provided for by current legislation, of the scholarship itself. The University reserves the right to verify what is declared by doctoral candidates in this regard.

3 The grant will be subject to the payment of contributions to the separate INPS management scheme to which you must apply.

4 Scholarships and any other forms of financial support equivalent to scholarships shall have an overall duration of at least three years and shall be renewed annually upon positive verification of the completion of the programme of activities planned for each year. Without prejudice to verification of the completion of the programme of annual activities envisaged for the doctoral course, the provisions of the preceding paragraph shall not apply to doctoral students from foreign countries who are beneficiaries of scholarships or financial support within the framework of specific mobility programmes.

5 Payment of the grant shall be made in monthly instalments presumably starting in November 2023. The November instalment will also include the monthly instalment for the month of October.

6 The amount of the scholarship is increased by fifty per cent, for a total period not exceeding twelve months, for the performance of research activities abroad authorised by the Board of teachers. This period may be extended up to a total maximum of eighteen months for doctoral programmes that are co-tutored with foreign subjects. The board of the doctoral school will allocate the funding by evaluating the motivated requests of doctoral students through criteria established from time to time on the basis of the funds available. The increase for foreign residence cannot be used in the doctoral student's country of citizenship, residence and domicile.



7 To carry out research activities in Italy and abroad, in addition to the scholarship, a budget of no less than ten per cent of the amount of the scholarship is guaranteed to the doctoral student, with or without a scholarship.

8 In cases where a scholarship is renounced before the start of the course, it is reassigned according to the order of the ranking. In the case of renunciation of the scholarship after the beginning of the course, renunciation of the continuation of the course by a doctoral student holding a scholarship, or of exclusion of a doctoral student holding a scholarship, the latter shall be reassigned in the residual portions to a doctoral student enrolled without a scholarship in the same course according to the order of ranking. Reassignment only takes place if the renunciation or exclusion occurs within the transition from the first to the second year.

9 Doctoral scholarships may not be combined with other scholarships for any reason whatsoever, with the exception of those granted by national or foreign institutions for the purpose of supplementing the doctoral student's research activities with stays abroad. Doctoral students who have already received a scholarship for a doctoral course may not receive it a second time for the same reason.

10 Possession of the scholarship is incompatible with possession of a research grant and postgraduate scholarships for research activities.

#### **Article 10 (regional tax for the right to study)**

1 All PhD students are required to pay the regional tax for the right to study and the stamp duty paid electronically. For the academic year 2023/2024 the amount of the regional tax for the right to study will be determined by the Veneto Region. To this amount must be added the stamp duty paid electronically in the amount of € 16.00.

2 Payment of the regional tax is due by the deadline indicated in article 8, paragraph 1 above. The instructions for requesting the reduction based on the economic situation given by the Equivalent Economic Situation Indicator (ISEE - benefits for the right to university study) and by the Equivalent Financial Situation Indicator (ISPE) will be available on the website [www.iuav.it](http://www.iuav.it) in the pages dedicated to study support.

3 Candidates admitted without a scholarship, on the basis of the reference legislation for the right to study, may participate in the competition for the allocation of regional scholarships in accordance with the procedures in force for all other students on degree and master's degree courses. It is highly recommended to apply within the deadlines indicated for all students enrolled in the first year, even though it not known yet if any vacant places are available. All information regarding this competition can be found on the website [www.iuav.it](http://www.iuav.it) in the pages dedicated to study support.

4 In the event that the candidate admitted without a scholarship is eligible for or wins a regional scholarship, they will be reimbursed the regional fee paid (with the exception of the amount of stamp duty paid electronically).

5 Failure to indicate one's economic situation will be tantamount to renouncing the benefits of a reduction in the regional tax, which will therefore be due at the maximum rate.

6 All payments must be made through the PagoPA system by accessing the "payments" section of the reserved area of the Sportello Internet and choosing between paying online (by credit card or bank transfer) and paying in person by printing out the payment notice to be presented at one of the authorised processors or at one of the credit institutions participating in the PagoPA system (tobacconists/receivers belonging to the SISAL SuperEnalotto circuit).

7 By 30 September of each year, with regard to enrolment in the second or third year of the course, doctoral students are required to pay the regional tax for the right to study and the stamp duty. Enrolment in the second or third year is to be considered conditional until the admission to the second and third year has been formally established pursuant to art. 13 paragraph 12 of the University Regulation on doctoral courses and doctoral research. Failure to pay for enrolment in the second and third years by the above-mentioned deadline will be considered as renunciation of the course and the grant amounts paid in the last academic year of enrolment will have to be refunded as indicated in Article 12 paragraph 2 below.

#### **Article 11 (suspension and extension)**

1 Suspension from the doctoral course for a maximum duration of six months is permissible on application for the following reasons:

a) serious and documented illness;



b) maternity, paternity, adoption and fostering, in accordance with the relevant legislation in force;

c) serious personal and/or family reasons, duly documented;

d) opportunities to pursue high-level work activities that enable the acquisition of skills relating to the doctoral training area.

2 The director of the school may, after consulting the scientific heads, authorise suspension from the course for reasons other than those set out in paragraph 1 provided that they are adequately documented.

3 For the duration of the suspension, the grant or other equivalent funding will not be paid, without prejudice to application of the parental protection rules set out in the relevant legislation in force. PhD students on parental leave therefore maintain their right to the grant.

4 At the end of the suspension period, the grant is paid upon resumption of the course attendance up to the total duration of the grant.

5 The request for suspension is assessed by the head of school, after consulting the coordinators.

6 The director of the school at the end of the absences referred to in paragraph 1 above shall determine, after consulting the scientific heads, whether to readmit the doctoral student during the year or to readmit them to the following cycle. The doctoral student readmitted to the following cycle is entitled to a scholarship reduced by the amount paid in the year in which the absence occurred.

7 For demonstrable reasons that do not allow the doctoral thesis to be submitted within the timeframe envisaged by the duration of the course, the board of teachers may, at the doctoral student's request, grant an extension of a maximum duration of twelve months, divisible into two periods of six months each, without any further financial burden.

8 An extension of the duration of the doctoral course for a period not exceeding twelve months may also be decided by the board of teachers for justified scientific needs, ensuring in such a case the corresponding extension of the duration of the scholarship with funds from the university budget, after deliberation by the board of trustees, on the proposal of the board of the doctoral school and after obtaining the mandatory opinion of the academic senate.

9 The periods of extension and suspension referred to in the preceding paragraphs may not exceed a total of eighteen months, without prejudice to specific cases provided for by law.

#### **Article 12 (withdrawal and disqualification from the course)**

1 If a doctoral student chooses not to continue the course, they shall notify the Director of the School in writing. If the doctoral student is the holder of a scholarship, they must repay the amounts paid for the current academic year.

2 Failure to enrol in the following year shall be considered as renunciation of the course and the doctoral student, if a scholarship holder, will be obliged to repay the amounts paid in the last academic year of enrolment if the board of teachers decides that they have failed to pass the profit tests for the transition to the following year.

3 In the event of failure to notify withdrawal from the course and failure to deliver the thesis by the deadline, the doctoral student shall be considered forfeited from the course and, if a scholarship holder, shall be required to repay the amounts paid in the previous academic year of enrolment.

4 Forfeiture is also ordered in the event of failure to pass the final examination. In this case the doctoral student is not required to repay the scholarship amounts paid in the previous year of enrolment.

5 Forfeiture is ordered by decree of the Rector.

#### **Article 13 (incompatibility)**

1 Enrolment on doctoral courses is incompatible:

a) with enrolment on other courses of study provided for by current legislation on university courses, subject to the provisions of Law no. 33 of 12 April 2022 about the simultaneous enrolment on two university programmes;

b) by awarding contracts, including at other universities or academic degree-granting bodies, for the performance of teaching activities governed by current legislation or by statute or internal regulations.

2 If the causes of incompatibility are not promptly removed, the doctoral candidate shall be

excluded from the course as provided for in article 15, paragraph 5 c) below.

3 Doctoral students may carry out, as an integral part of their training project, subject to the authorisation of the board of teachers and without increasing the amount of the scholarship, tutoring activities, including paid tutoring, of students on degree and master's degree courses, as well as, within the limit of forty hours per academic year, tutoring activities of integrative teaching. For the activities referred to in this paragraph, doctoral students shall be paid grants in accordance with the relevant regulations in force.

4 The board of teachers may authorise the doctoral student to undertake paid activities that enable them to acquire skills relating to the doctoral training area, subject to an assessment of the compatibility of such activities with the fruitful pursuit of the training, teaching and research activities of the doctoral programme.

#### **Article 14 (civil servants)**

1 Pursuant to Article 12, paragraph 5 of Italian Ministerial Decree 226/2021, public employees may be admitted to a doctoral course benefit, for the period of the normal duration of the course, from the leave of absence provided for by collective bargaining or, if employed under public law, from extraordinary leave for study purposes, compatibly with the needs of the administration with or without allowance and unless explicitly waived, only if they are enrolled for the first time in a doctoral course, regardless of the disciplinary field. The right to the budget for research activities carried out in Italy and abroad as per Article 9 paragraph 6 above remains unaffected.

#### **Article 15 (duties of doctoral candidates)**

1. Admission to the doctoral programme entails an exclusive full-time commitment, and participation in all the planned training activities of both the doctoral programme and of the School is compulsory. **The official start of the course is 1 October 2023.**

2. For the performance of any limited work activities, a special authorisation request must be made to be transmitted at least ten days before the start of the activity.

3. Each doctoral student is ordinarily expected to carry out research activities and training, consistent with the doctoral project, at highly qualified institutions abroad.

4. For admission to the following year and confirmation of the scholarship or other form of support, the doctoral candidate must complete the programme of activities planned for the previous year and pass the profitability tests established by the board of teachers.

5. The board of the doctoral school decides any exclusions from continuation of the course and consequent withdrawal of the scholarship in the event:

a) of non-completion of the programme of activities scheduled for the previous year and failure to pass the profit tests set for the transition to the following year;

b) that the doctoral student is not admitted to the final external evaluation of their research work as provided for in article 23 paragraph 5 of the University Regulation on Doctoral Programmes and Doctoral Studies;

c) that the causes of incompatibility provided for under Article 13 prevail;

d) in the event of prolonged and unexcused absence.

6. Exclusion is ordered by decree of the Rector.

7. In all the cases referred to in paragraph 5 above, the doctoral candidate shall return the amounts paid in the previous academic year of enrolment.

#### **Article 16 (university credits)**

1 Completion of the study and research pathways within the framework of the Architecture and Arts PhD programme allows the acquisition of a total of 180 university credits. The acquisition takes place upon passing the profit tests relating to the passing of the year and upon passing the final examination for the PhD degree.

#### **Article 17 (awarding and granting of doctoral degrees)**

1 The PhD degree is awarded by the Rector following the successful evaluation of a research thesis that contributes to the advancement of knowledge or methodologies in the chosen field of investigation.

2 The awarding of the certificate of qualification is subject to the interested party depositing the final thesis in the University's open access institutional archives, which will guarantee its preservation and public accessibility; the University will be responsible for depositing it in accordance with the law in the national libraries of Rome and Florence.

3 With regard to the conduct of the final examination and the possible application for the "Doctor Europaeus" label, please refer to the University Regulations for doctoral courses

at the Iuav University of Venice and on doctoral research.

**Article 18 (processing of personal data)**

1 The personal data provided by candidates collected for the purposes identified in this notice shall be processed in accordance with the provisions of EU Regulation no. 679 of 27 April 2016 (General Data Protection Regulation, hereinafter: GDPR) and with the applicable national legislation. The notice is published online at

<http://www.iuav.it/PRIVACY/INFORMATIV/scuola-di-/index.htm>

2 Participation in the competition entails, in compliance with the principles set out in the above-mentioned regulations, candidates expressing consent relating to personal data and to those relating to the competition tests to be published on the university's website.

**Article 19 (access to documents)**

1 Access to the documents relating to the assessment procedures is guaranteed in accordance with the provisions of the regulations in force on access to documents and with the internal regulations on administrative procedures and the right of access to administrative documents of the Iuav University of Venice issued by Rector's Decree no. 10 of 12 January 2012.

**Article 20 (final rules)**

1 For all matters not provided for in this notice, please refer to the relevant legislation in force and to the University Regulations on doctoral courses and doctoral research.

2 This notice of competition is published on the University's online Official Notice Board, on the University Iuav di Venezia website (<http://www.iuav.it>), on the Miur website and on the European Euraxess website. Failure to comply with the rules contained in this notice will result in exclusion from the competition.

**Article 20 (procedure manager)**

1 The person in charge of the procedure is the head of the Research Training Service Dr. Claudia Rossi, Palazzo Badoer, S. Polo, 2468 - Venice.

2 The office in charge of administrative procedures is the Research Training Service - Research Division - Research, Library System and Documentation Area – ph. +39 041 2571886 -1865 - 1731-1787; e-mail: [dottorati@iuav.it](mailto:dottorati@iuav.it) For information, you can contact the office by phone or e-mail from Monday to Friday from 9 am to 12.30 pm CEST and also on Tuesdays and Thursdays from 3 pm to 4.30 pm CEST.

**The Rector**

Benno Albrech