

REGULATIONS FOR PHD PROGRAMMES OF THE UNIVERSITY OF MODENA AND REGGIO EMILIA

Article 1 Establishment, accreditation, and general rules

1. These Regulations govern, pursuant to art. 4, second paragraph, of the law no. 210 of 3 July 1998, as amended by art. 19, paragraph 1 of the law no. 240 of 30 December 2010, on the basis of the Regulations laying down the procedures for accrediting the sites and PhD Programmes and criteria for the establishment of PhD Programmes by accredited bodies, adopted by the Minister of University and Research with decree no. 226, the institution, the procedures for accessing and obtaining the degree, the duration and the other general rules of operation of the PhD Programmes established by the University of Modena and Reggio Emilia, also in associated form through the signing of agreements or the establishment of consortia, under the procedures referred to in paragraph 5.

2. The PhD Programmes provide the skills necessary to carry out highly qualified research activities at universities, public bodies or private entities, also for the purpose of accessing careers in public administrations and integrating highly innovative professional paths.

3. Doctoral training, in line with the principles and guidelines shared at European level, allows you to:

- a) independently conceive, design, implement and adapt research or innovation programmes;
- b) conduct critical analyses, evaluations and syntheses of new and complex ideas and processes at research institutions, in the production system, in public administrations and in the liberal professions;
- c) contribute, thanks to the acquisition of new scientific and soft skills, to the pursuit of the Sustainable Development Goals identified by the General Assembly of the United Nations, to the goals indicated in the 2030 Agenda for Sustainable Development and how they are set in European policies;
- d) contribute to the creation of the European Research and Higher Education Area, considering the relevant Standards and Guidelines for quality assurance.

4. To achieve the objectives referred to in paragraph 2, based on the "Principles for an innovative doctoral training" approved at European level, the PhD training:

- a) pursues the advancement of knowledge through training in basic research and applied research, as well as excellence based on academic standards established through peer review procedures;
- b) is carried out in an attractive and critically stimulating institutional environment, in which the doctoral student can acquire autonomy and responsibilities useful for the

subsequent professional path;

c) promotes interdisciplinary, multidisciplinary, and transdisciplinary training opportunities, including those in non-academic fields, such as the industrial sector, public administration, services, and cultural institutions, with the involvement of sector experts in training activities;

d) contributes to the strengthening of transnational and international relations in the field of research, also by activating joint PhD Programmes and forms of co-protection, and ensures, in line with the research project developed by the student, periods of mobility abroad of a suitable duration with respect to the PhD project;

e) provides for the acquisition of soft skills to facilitate their transfer and development in the scientific and professional fields;

f) is carried out within a quality assurance system, distinct from the one envisaged for the first and second cycle of university training, aimed at improving the quality of the research environment and defining transparent and responsible procedures for admission, supervision, graduation, and professional development of PhD students.

5. The PhD Programmes of which the University of Modena and Reggio Emilia is a single site or, in the case of PhD Programmes in agreement or in consortium with other subjects, the administrative office, are activated subject to accreditation granted by the Ministry, after the assent of ANVUR.

Programme accreditation can also be requested by the University in associated form through the signing of agreements or the establishment of consortia, which can be the administrative headquarters of the programmes, with one or more of the following subjects:

a) other Italian universities or foreign universities, with the possibility of issuing a multiple or joint final degree;

b) public or private research bodies, either Italian or foreign, in possession of the requirements of high cultural and scientific qualification and equipped with suitable scientific facilities;

c) institutions referred to in Article 2, paragraph 1, of Law no. 508, accredited pursuant to Article 15 of Ministerial Decree 226/2021, with the possibility of issuing a multiple or joint final degree;

d) companies, including foreign ones, that carry out qualified research and development activities;

e) public administrations, cultural institutions, and research infrastructures of European or international importance, for the implementation of specific research and development or innovation programmes.

6. The following are necessary requirements for the accreditation of courses and PhD Programme locations, pursuant to Ministerial Decree 226/2021:

a) compliance with the following criteria relating to the composition of the Teaching Body, considering gender balance where possible:

1) The PhD Teaching Body consists of a minimum number of members, equal to twelve, belonging to scientific fields consistent with the educational objectives of the course and based at the University of Modena and Reggio Emilia; the inclusion of this minimum number of members in the roles of UNIMORE is not necessary for the PhD Programmes referred to in Article 9 of these Regulations. The Teaching Body is made up, for at least half of its members, of full or associate university professors, and for the remaining part, of senior researchers from universities or public research

bodies, or, in the case of PhD Programmes in association with public research bodies, also by researchers belonging to the roles of research managers, researchers or first researchers of the same bodies, without prejudice to the minimum number of professors. In any case, researchers belonging to the PhD Teaching Body must possess a scientific qualification certified based on the necessary requisites provided for by current legislation for access to the functions of associate professor and professors of a scientific qualification certified based on necessary requirements for access to the functions of the membership role;

- 2) members of the teaching bodies belonging to foreign universities or research bodies must meet the minimum criteria required by current legislation for access to the functions of associate professor;
- 3) the coordinator of the PhD Programme must possess a high scientific qualification, certified based on the requirements established by current legislation for access to the functions of full professor;
- 4) without prejudice to the provisions of numbers 1, 2 and 3, experts, even if not belonging to universities or public research bodies, in possession of high and proven scientific or professional qualification in research fields consistent with the educational objectives of the PhD Programme;

b) compliance with the following criteria relating to the number of PhD scholarships:

- 1) the availability, for each PhD cycle to be activated, of an average number of at least four scholarships per PhD Programme, excluding from the calculation the scholarships assigned to PhDs activated in agreement or in consortium, it being understood that for the single PhD Programme this availability cannot be less than three;
- 2) in the case of PhD Programmes referred to in paragraph 5 activated by two subjects, each finances at least two scholarships; if the subjects are more than two, the subject who is the administrative seat of the Programme finances at least two scholarships and each other subject finances at least one;

c) adequate and stable funding for the sustainability of the PhD Programme, with specific reference to the availability of scholarships and support for the activity of PhD students;

d) operational and scientific structures, specific and qualified for carrying out the study and research activities of PhD students, adequate to the number of scholarships provided, including, in relation to the specific characteristics of the programme, assistance structures, scientific laboratories, adequate librarianship, databases and resources for electronic computing;

e) advanced research and highly qualified training activities, including seminars or those carried out within laboratories or research infrastructures of European level and interest;

f) interdisciplinary, multidisciplinary, and transdisciplinary training, linguistic and IT specialisation activities, including activities in the field of teaching, research management and knowledge of European and international research systems, exploitation and dissemination of results, intellectual property and open access to research data and products and the fundamental principles of ethics and integrity;

g) the adoption, by UNIMORE, of a quality assurance system for the planning and

management of doctoral training in compliance with the Standards for quality assurance in the European Higher Education Area (EHEA), based on the indications of ANVUR.

7. The requirements referred to in paragraph 6 also apply to PhD Programmes activated pursuant to paragraph 5. In such cases, the participating subjects guarantee the PhD students, on an ongoing basis, the effective sharing of higher education and research facilities and activities, and provide for common training activities, also in rotation between the locations.

8. On the proposal of ANVUR and in compliance with the criteria referred to in Ministerial Decree 226/2021, as well as in consideration of the results of the monitoring referred to in Article 16, of the data contained in the Registry referred to in Article 14 and of those collected in the accreditation procedures referred to in Article 5 of Ministerial Decree 226/2021, and taking into account in particular the general guidelines for the university system and the Standards for quality assurance in the European Higher Education Area (EHEA), the Ministry periodically updates the indicators for the accreditation and evaluation of PhD Programmes and the related guidelines.

9. The accreditation system is divided into the initial authorisation to activate PhD Programmes and the accreditation of the locations where these take place, as well as the periodic verification of the permanence of the requirements for these purposes.

The application for accreditation, submitted to the Ministry by the University, and accompanied by the documentation certifying the possession of the requirements referred to in paragraph 6, specifies the maximum number of places for which accreditation is required. The application for accreditation may also involve individual curricula of already-accredited PhD Programmes.

The Ministry, within 20 days of receipt of the accreditation application, sends it to ANVUR, which expresses itself with a reasoned opinion regarding the existence of the accreditation requirements, within 60 days of receipt of the application, including the ten-day deadline within which the University can communicate any observations or clarifications, at the request of ANVUR. ANVUR may make use, even for individual accreditation requests, of external experts pursuant to Article 12, paragraph 4, letter d), of the regulation referred to in the Presidential Decree no. 76 of 1 February 2010, and can arrange for site visits; in this case, the deadline for the evaluation of the accreditation application can be extended for a maximum of thirty days.

By Minister Decree, adopted in accordance with the opinion of ANVUR, the request for accreditation is made. The accreditation decree is sent to the applicant for accreditation and to the relevant assessment body.

The accreditation of the seats and programmes lasts five years. Without prejudice to the periodic monitoring and evaluation, accreditation is evaluated, for the purpose of confirming or revoking it, in the event of changes in the name of the programmes or in the composition of the teaching body, by more than twenty-five percent compared to the initial one of the reference cycle, or of the programme coordinator, without prejudice to the possession of the requirements envisaged for each member of the body.

The periodic monitoring and evaluation activities verify the persistence of the requirements for the accreditation of the doctoral programmes referred to in paragraph 6. These activities are carried out by ANVUR, which, for this purpose, based on the results of the control activities carried out by the internal evaluation bodies of the accredited subjects, may also arrange for on-site visits carried out by external experts, to ascertain the adequacy of the structural equipment of the programmes. The periodic assessment activity can be carried out as part of the periodic accreditation of the seat

referred to in Article 5, paragraph 3, of Legislative Decree no. 19 of 27 January 2012, considering the specificity of doctoral training with respect to the first and second university cycle. The ascertainment of the lack of one or multiple requirements involves, after a cross-examination, the revocation of the accreditation, arranged by Minister Decree, with the assent of ANVUR, also considering the provisions of Article 4, paragraph 2, of the regulations referred to in the decree of the President of the Republic no. 76 of 1 February 2010. In case of revocation of accreditation, the University interrupts, with immediate effect, the activation of new cycles of PhD Programmes, without prejudice to the completion of the programmes already in place.

10. The University allocates on specific items of its budget, to the extent defined in the framework of the annual programme on the proposal of the Academic Bodies, the resources for the general operating needs of the PhD Programmes, for the financing of scholarships for attendance at PhD Programme itself and for the Budget for research activities, as per article 5 below.

The charges for the funding of the scholarships can also be covered by signing an agreement with subjects outside the University.

11. Each proposal for the establishment of a PhD Programme must indicate the title and the topics (relating to broad, organic, and clearly defined disciplinary areas) and the objectives of the Programme, specifying any curricula in which the Programme is organised, the related research programmes, training activities, any training periods abroad, at another university, or at external structures of high cultural, scientific, and professional qualification.

Proposals must also specify:

a) the total number of available places for which activation is requested (specifying how many are covered by the grant, how many are covered by other forms of financial support, how many have no grants and how many are reserved);

b) the names, curricula, and list of scientific publications in the last five years of the Coordinator of the PhD Programme and of the professors and researchers who make up the Teaching Body;

c) the availability of specific operational and scientific structures and tutors for the study and research activities of PhD students;

d) a financial plan that defines the amount of funding made available by the proposing structure(s), or that can be acquired thanks to external contributions, or requests from the University for the functioning of the Programme, to cover scholarships, any other forms of financial support compatible with current legislation and the budget for research activities calculated at a minimum of 10% of the grant amount.

If the proposal for the establishment of the PhD Programme is presented by several Departments, the specific structure in charge of organisation and management must be specified.

12. In the event that the proposal concerns a PhD Programme to be established with administrative headquarters at the University of Modena and Reggio Emilia in agreement or in consortium with other subjects pursuant to point 2 paragraph 5, the request must also specify the financial and / or other contributions payable by the subjects who intend to join, including the proposals for contributions made available to meet the costs for the financing of scholarships and budgets for research activities.

13. The proposals for the establishment of the Programmes are presented by the

Departments within the deadline set each year with a special note from the Rector, also considering the deadlines defined by the Ministry of University and Research. The Rector, after consulting the Research Delegate and the Teaching Delegate and receiving the joint opinion of the University Research Commission and the University Teaching Commission, submits to the Academic Bodies the PhD proposals for the new cycle and the consequent request for the award of scholarships funded by the University.

The Academic Senate and the Board of Directors, as part of the overall planning relating to the new cycle of PhD Programmes, approve the activation of the new PhD Programmes subject to initial accreditation by the Ministry.

The proposals are sent to the Ministry for initial accreditation, subject to a favourable opinion from ANVUR; if ANVUR's preliminary assessment is not favourable, the University can produce counter arguments.

The Rector, following the accreditation of the Programmes at the Ministry, arranges for the call for applications to be published in accordance with current legislation and to be widely publicised.

14. The PhD Programmes already established are renewable upon a motivated proposal by the competent Departments, to be submitted within the deadline set each year, considering the deadlines defined by the Ministry of University and Research.

15. The internal Evaluation Board annually receives a report drawn up by each PhD Coordinator; the report illustrates how the relevant programme is carried out, the results achieved, and the evaluation initiatives activated by the Teaching Body. Based on these reports and its own evaluation initiatives, the Evaluation Board annually draws up its report on the efficiency and correct functioning of the PhD Programmes established, measuring the permanence of the eligibility requirements that motivated their activation and reconsidering their compliance, the educational objectives and the functionality with respect to the level of training of PhD students and their opportunities for professional career.

16. For the needs of higher education of specific scientific-disciplinary sectors for which the activation of PhD Programmes at the University of Modena and Reggio Emilia is not envisaged, this can participate, in compliance with the requirements set by the MD 226/2021, to agreements or consortia for the establishment of PhD Programmes with administrative headquarters in another University, upon proposal of the competent Department Councils and approval of the Academic Bodies.

Article 2 **Access**

1. For admission to the PhD Programme, a public selection is held at least once a year. The application can be submitted, without citizenship limitations, by those who, on the expiry date of the call, are in possession of a master's degree or other equivalent Italian degree for competition purposes or a suitable foreign qualification or by those who are awarded the qualification required for admission, under penalty of forfeiture of admission in the event of a positive outcome of the selection, by the start date of the PhD Programme. The suitability of the foreign qualification is ascertained by the PhD commission in compliance with the legislation in force in Italy and in the country where the qualification was issued and with international treaties or agreements regarding the

recognition of qualifications for the continuation of studies.

2. The public selection for access to PhD Programmes takes place after the Rector has issued the relative call for applications, drawn up in Italian and English and published for at least thirty days, electronically on the University website, on the European Euraxess website and on the Ministry website.

Places may be reserved for applicants deemed suitable in the general merit ranking with reference to:

- a) places financed with research grants;
- b) places financed with advanced training and research apprenticeship contracts;
- c) places with scholarship reserved for graduates from foreign universities;
- d) places financed by a grant from foreign countries;
- e) places financed by scholarship of specific international mobility programmes;
- f) places financed by companies engaged in highly qualified activities (industrial doctorate) for their employees.
- g) places without scholarship reserved for graduates from foreign universities.

If the call provides for a quota of places with scholarship, with other form of financing or without scholarship reserved for students graduated from foreign universities or a quota of places reserved for scholarship holders from foreign countries or specific international mobility programmes, it can establish procedures for carrying out the differentiated admission procedure by determining a separate ranking. Reserved places that have not been assigned may be made available to those eligible for the main selection.

In the case of EU and international collaboration projects, specific admission procedures and organisational methods may be envisaged that consider the characteristics of the individual projects, if they are activated in the context of accredited PhD Programmes.

3. In any case, the call for applications indicates:

- a) the total number of graduates to be admitted to the PhD Programme;
- b) the number and amount of scholarships and any other forms of financial support available;
- c) the contribution to be paid by PhD students, as determined by the Board of Directors, and the regulations for the relative exemptions, also defined by the Board of Directors;
- d) the criteria for accessing and evaluating qualifications, as well as any written tests, including internationally recognised tests, or scheduled oral tests, which may also include the presentation and discussion of a research project;
- e) any reserved places;

The call may also provide for the admission of suitable applicants in case of renouncement of the winners or if additional resources become available.

4. The Rector, on the proposal of the competent Teaching Bodies, appoints by decree the Commission in charge of the comparative evaluation of applicants, composed of three members chosen from tenured university professors and researchers and one or more alternates, to whom no more than two experts can be added, including foreign ones, chosen from public and private research institutions and structures. A member of the Department administrative staff belonging at least to the D category may act as the minutes secretary. No remuneration is envisaged.

5. The chair of the Commission is taken by the senior professors in office; on a par, by the oldest in age. In the absence of full professors, the chair is taken by the senior associate professor in the role; on a par, by the oldest in age.

6. The admission exam is aimed at ascertaining the applicant's preparation, skills, and aptitudes for scientific research.

The admission procedures are defined by the competent Academic Boards, which in any case establish one of the following methods for the admission exam:

- a) by qualifications and written and oral tests;
- b) by exams (written and oral test)
- c) by qualifications and written test;
- d) by qualifications and oral exam;
- e) by titles only.

The oral exam, when provided, includes the verification of the knowledge of one or more foreign languages according to the indications contained in the call for applications. The admission exam can also be taken in one of the foreign languages indicated in the call for applications.

At the end of the admission exam, the Commission draws the general merit ranking based on the scores obtained by the applicants in their individual tests.

The minutes of the selection procedure must be sent to the Rector, who approves the documents by decree or sends them back for regularisations.

Applicants who, based on the final ranking, are among those admitted to the programme are forfeited if they do not express their acceptance in the forms and times provided for in the call for applications. In this case, another applicant takes over according to the order of the ranking.

7. It may be possible to take the oral exam remotely using telematic methods.

Article 3 ***Bodies of the PhD Programme***

1. The PhD Programmes activated by the University of Modena and Reggio Emilia refer to the University Department, the organisational and management headquarters of the programme.

2. The bodies of the PhD Programme are:
the Teaching Body;
The Coordinator.

3. The Teaching Body is responsible for the planning and implementation of the PhD Programme. Each member can participate in only one body at national level. Members may be part of an additional body only if it refers to a joint PhD Programme, pursuant to Article 1, paragraph 5, including industrial PhD Programmes and PhD Programmes of national interest.

The Teaching Body also includes representatives of PhD students in a number equal to that of the curricula of the Programme, appointed annually, who participate in the meetings of the Body with a vote limited to advisory and non-binding issues concerning the teaching and organisational activity.

The Teaching Body examines and resolves on requests for Body membership.

The participation of professors and researchers of universities and public research bodies in the teaching body of a PhD Programme activated by a subject other than that to which they belong is subject to the authorisation of their own structure.

The Teaching Body of the PhD Programme may invite a representative appointed by any external scholarship funder to its meetings, with an advisory function.

The teaching, scientific or corporate tutoring and thesis supervision activity, certified and carried out by university professors and researchers in the context of doctoral programmes, contributes to the fulfilment of the institutional obligations referred to in article 6 of the law no. 240 of 30 December 2010. Each PhD student is assigned a supervisor and one or more co-supervisors, of which at least one of academic origin, chosen by the Teaching Body also among external subjects, provided that at least one meets the requirements for the members of the Teaching Body.

4. Each Teaching Body is chaired by a Coordinator, identified at the time of the institution or renewal proposal, or designated, with the favourable vote of most of the Body, from full-time full professors or, in case of justified unavailability, among full-time associate professors meeting the requirements set forth in article 1, paragraph 6, letter a), number 3), who are part of it. The function of coordinator can be exercised in only one Teaching Body at national level.

The Coordinator represents the PhD Programme with respect to the Department(s) that have promoted it and to the Academic Bodies; s/he is responsible for the organisation and overall functioning of the PhD Programme and the training courses provided therein.

The role of PhD Coordinator lasts three years and can be renewed only once.

The role of Coordinator is incompatible with that of member of the Evaluation Board and of the University Quality Presidium and of Department Director. Any exceptions to the incompatibility regime, limited to the office of Department Director, must be duly motivated and authorised by the Academic Senate after obtaining the favourable opinion of the Board of Directors.

5. The management of financial resources for the general operating needs of the PhD Programme is entrusted to the Department of the organisation and management of the programme.

6. The Teaching Body organises and oversees the development of the training activity and the related ongoing and final checks. It resolves on:

- a) the planning and evaluation of training activities;
- b) the procedures for admission of PhD students to the programme and the criteria for the evaluation and weighting of qualifications;
- c) the criteria for awarding the title;
- d) the use of the resources referred to in point 5.
- e) the possible Programme break-down in curricula.
- f) the schedule of training activities;
- g) the proposal to the Rector of the names of the members of the Commission in charge of the Programme admission examination;
- h) the proposal to the Rector of the names of the members of the Commissions in charge of the final examination;
- i) the identification of a tutor for each PhD student, preferably among the members of the Teaching Body;
- j) the approval of the training and research plan for each PhD student;
- k) the approval, at the end of the academic year, of the (non-)admission of PhD students to the following year based on a verification of the activity carried out, establishing times and methods for the presentation and verification of any intermediate documents of the following year;
- l) the authorisation for PhD students to go off-site for training or research periods;
- m) the authorisation for PhD students to carry out paid activities that allow them to

acquire skills relating to the training area of the PhD Programme, after evaluating the compatibility of the same activities with the successful performance of the training, teaching, and research activities of the doctoral programme;

- n) the approval of the participation of PhD students in internships organised by public or private subjects, either Italian or foreign;
- o) the authorisation for the PhD student to carry out supplementary teaching activities;
- p) the presentation of the opinion on the activities carried out by each PhD student to the Commission for the final examination for the achievement of the Ph.D. title;
- q) any suspensions in the cases provided for by Art. 7;
- r) the authorisation of the transfer of students from other PhD Programmes provided for by Art. 12;
- s) the admission of PhD students to the final exam;
- t) the authorisation of the performance of work activities by PhD students after evaluating the compatibility with the programme activities.

Article 4

PhD Programme and PhD qualification attainment

1. The start of the PhD programmes activated by the University of Modena and Reggio Emilia coincides with that of the academic year.
2. The PhD Programmes last three years, subject to possible exceptions.
3. The scientific, organisational, and teaching responsibility of each PhD Programme lies with the relative Teaching Body, which defines the plan of activities articulated over the years of duration of the Programme, including the methods of annual verification of the acquired preparation, to be carried out no later than October 31st of each year. Normally during the first year, the Teaching Body designates the tutor, preferably among its members, in charge of following more closely the training and research activities of each PhD student; the tutor will sign the final thesis as "Supervisor". Without prejudice to the supervisory responsibilities of the tutor, the possibility of designating, for particular needs, also one or two co-tutors, who will be entitled to sign the final thesis as "co-tutors", is reserved. In any case, at least one of these supervisors come from the academic field and at least one must meet the requirements for the members of Teaching Body.
4. The PhD title is awarded at the end of the PhD cycle, upon passing the final exam, which is subject to the submission of a written dissertation (Doctoral Thesis) that accounts for original research, conducted with methodological rigor and from which results of adequate scientific relevance emerge. In the event of a negative evaluation, the final exam cannot be repeated.
5. The doctoral thesis, accompanied by a summary in English, is written in Italian, English or in another language subject to the authorisation of the Teaching Body. The thesis, which includes a report by the PhD student on the activities carried out during the PhD programme and on any publications, is examined by at least two highly qualified evaluators, of which at least one is a university professor, external to the subjects who participated in the award of the PhD qualification. The evaluators can also belong to foreign or international institutions. The evaluators express a written analytical assessment on the thesis, within thirty days of receipt, and propose its admission to the

public discussion or its postponement for a period of six months if they believe significant additions or corrections are necessary. At the end of this period, the thesis is in any case admitted for public discussion, accompanied by a new written report by the same evaluators, written after any corrections or additions made.

The postponement does not in any way entail any economic burden for the University or the right to the payment of a scholarship or other facilities that may be provided for by the University regulations.

6. The public discussion takes place before an evaluation board appointed by the Rector, after consultation with the Teaching Body. The Board is composed of three members chosen among tenured university professors and researchers, specifically qualified in the disciplines pertaining to the scientific areas to which the Programme refers. At least two members must belong to universities, including foreign ones, not participating in the PhD programme and must not be members of the Teaching Body. Based on a motivated proposal from the Teaching Body, the Evaluation Board can be integrated by no more than two experts, three for national PhD programmes, belonging to public and private research structures, including foreign ones, or one for each curriculum. Experts are appointed in relation to one or more doctoral theses and participate, even electronically, in the work of the Board only for the discussion of the theses for which they have been appointed. In any case, the Board is made up for at least two thirds of members of academic origin and in compliance, where possible, with gender balance.

The chair of the Evaluation Board is taken by the most senior professor in office; on a par, by the oldest in age.

7. For PhD programmes activated as a result of international agreements, the Evaluation Board is constituted according to the procedures set out in the agreements themselves.

8. The Evaluation Boards remain in office for the whole year.

The Board carries out its work in two sessions, one of which is ordinary from 1 January to 31 March and a later one from 1 July to 30 September. At the end of its work, in relation to each session, the Evaluation Board draws up a report on performance, including detailed judgments on the theses presented by the applicants and on the outcome of the interviews. The exam is not evaluated with any score. At the end of the examination, the thesis, with motivated written collegial judgment, is either approved or rejected. The Board, with unanimous vote, is entitled to award honours in the presence of results of scientific importance.

The decisions of the Board are taken by majority.

9. The final exams for the achievement of the PhD title are held based on a public discussion with the applicant on his / her final thesis, previously examined and assessed by the Evaluation Board.

The exams are public.

By 30 September of the last year of the programme, applicants submit a request for admission to the final exam at the competent office of the University.

By 31 October of the last year of the programme, the Teaching Body:

a) identifies the evaluators for each thesis;

b) determines the times and methods of thesis delivery to the evaluators, together with the reports on the activity carried out in the three-year period and on any publications by the applicants;

The Teaching Body, within the terms it established:

c) acquires the evaluators' assessment reports;

d) based on the evaluators' judgment, for each thesis authorises the discussion in the ordinary session or the postponement to the following one, notifying the applicants and the competent office;

e) in case of postponement, determines the times and methods of delivery of the theses to the evaluators by the postponed applicants, and acquires the new evaluators' assessment reports;

f) communicates to the competent office the names for the appointment of the members of the Evaluation Board, the date, time, and place of the ordinary exam and, if necessary, of the following one.

As soon as it receives news on the appointment of the Evaluation Board, the Teaching Body forwards its overall judgment formulated on the doctoral students as well as the evaluators' assessments.

As soon as they become aware of the names of the members of the Evaluation Board, applicants will send each member a copy of their thesis.

10. For proven reasons that do not allow the presentation of the doctoral thesis within the time limits set for the duration of the programme, the Teaching Body may grant, at the request of the doctoral student, an extension of six or twelve months, without further financial charges.

11. An extension of the duration of the PhD programme for a period of six or twelve months may also be decided by the Teaching Body for justified scientific needs, ensuring in this case the corresponding extension of the duration of the scholarship with funds primarily borne by the funder or alternatively by the university budget.

12. For proven reasons provided for by law or doctoral regulations, PhD students may request the suspension of the programme for a maximum of six months. No scholarship or other equivalent funding is envisaged during the suspension.

13. The extension and suspension periods referred to in paragraphs 10, 11 and 12 cannot exceed a total of eighteen months.

14. The title is issued by the Rector.

The title is issued subject to the delivery by the PhD student of a copy of the final thesis in digital format to the competent office for the purposes of conservation and public consultation in the open access university research archive (IRIS) and filing in the ministerial database and at the national libraries of Florence and Rome, in compliance with the regulations in force about thesis embargo and copyright.

The training activities carried out by the PhD students in one or more locations are certified by a document attached to the final diploma (diploma supplement).

Article 5

Fees, scholarships, and budget for research activities

1. The amount of the fee required for access to and attendance at the PhD Programmes established at the University of Modena and Reggio Emilia and the amount of the scholarships are approved annually by the Board of Directors, after consulting the Academic Senate, based on the following criteria:

- a) fees vary based on the criteria and parameters set out in the decree of the President of the Council of Ministers of 30 April 1997, published in the Official Gazette no. 116 of 9 June 1997;
- b) the amount of the scholarships cannot be less than the one determined pursuant to Article 1, Paragraph 1, Letter a) of the Law no. 315 of 3 August 1998, as subsequently amended and supplemented;
- c) scholarships are awarded after comparative assessment of merit and according to the order defined in the relevant rankings. In case of equal merit, the assessment of the economic situation determined pursuant to the decree referred to in letter a) prevails;
- d) the charges for the funding of scholarships, including programme access and attendance fees, may also be covered by the University by means of an agreement with subjects outside the university administration;
- e) the scholarships have an annual duration and are renewed on condition that the student has completed the programme of activities planned for the previous year, to be verified by the Teaching Body pursuant to art. 4, paragraph 3;
- f) the scholarship instalments are paid on a deferred monthly basis. Coordinators are required to promptly report to the Rector any interruption in attendance to stop the disbursement of instalments and proceed with any recovery of already paid ones;
- g) with regard to all PhD places, with and without scholarship, an additional budget must be ensured for any period of stay abroad, equal to at least 50 per cent of the scholarship and for a total period not exceeding 12 months, if the PhD student is authorised to carry out research activities abroad by the Teaching Body or, in the case of stays of up to 6 months, by the Course Coordinator; this period can be extended up to a maximum of 18 months for PhD students in co-tutorship or in double degree programmes with foreign subjects.

2. Each PhD student is ensured, within the financial resources existing in the financial statements of the accredited subjects under current legislation, a budget for research activity in Italy and abroad adequate for the type of course and in any case for an amount of no less than 10 % of the amount of the same scholarship. With reference to PhD programmes of national interest, the value of the budget for the research activity must be equal to 20% of the amount of the scholarship and must be ensured by ministerial co-financing.

3. For the maintenance of apprenticeship contracts and other forms of financial support, in the course years following the first, the same principles set for the maintenance of scholarships referred to in paragraph 1, letter e) apply.

4. The principles referred to in this article do not apply to research fellows from foreign countries or beneficiaries of financial support in the context of specific mobility programmes in relation to the provisions of the specific regulations.

5. Students may also enrol in the PhD programme if they renounce to the scholarship. If the renunciation of the scholarship takes place at the beginning of the programme, the scholarship is assigned to the applicant placed in the ranking in first place among those not covered by scholarships, by other forms of funding announced or by scholarships awarded from foreign countries or based on specific mobility programmes.

In case of renunciation by a PhD student who is awarded a scholarship during the PhD, the remainder of the scholarship is assigned to the first in the ranking regularly enrolled in the PhD programme without scholarship, another form of funding put out to tender or scholarship granted by a foreign state or based on a specific mobility programme,

without prejudice to any different agreements provided for in the funding agreement.

Article 6

Reconciliation between PhD programmes and medical specialisation schools

1. The joint attendance of the PhD programme and a medical specialisation school is allowed in compliance with the following general criteria:

a) compatibility, also in consideration of the distance between the seats, of the activities and commitment provided by the graduate school and the PhD programme, certified by the board of the medical specialisation school and by the PhD Teaching Body;

b) incompatibility between the PhD scholarship and fees, however denominated, received in relation to the activities of the specialisation school.

2. In cases of joint attendance referred to in this article, the request for reduction of doctoral activities is accepted by the faculty of the doctoral programme, after positive evaluation of the consistency of the research activities already carried out in the medical specialisation course, with the doctoral project. For the purposes of accepting the application referred to in this paragraph, the opinion of compatibility, expressed by the board of the specialisation school, of the doctoral project with the educational purposes of the graduate school itself is also required. If the application referred to in this paragraph is accepted, the PhD programme has a duration of no less than two years.

Article 7

Rights, duties, and role of PhD students

1. The PhD student is required to regularly follow the activities provided for his / her training curriculum and to devote him/herself with full commitment to individual and guided study programmes and to carry out the assigned research activities; in the event that the PhD student's activity must take place at the funder's facilities or in any case of third parties, the student can access it only if s/he meets the regulatory requirements for access to the premises (e.g. vaccinations and / or other). Each PhD student is ordinarily asked to carry out research and training activities, consistent with the PhD project, at highly qualified institutions abroad.

Within the date established by the Teaching Body, also for the purposes of organising the annual verification tests, the PhD student is required to submit to the Teaching Body a written report regarding the research activity carried out and the results achieved, as well as any participation in seminars and congresses, other scientific initiatives, together with any publications.

2. As an integral part of the training path, PhD students can carry out, without this entailing any increase in the scholarship, tutoring for students of bachelor's and master's degree programmes as well as supplementary teaching activity within a maximum limit of 40 hours in each academic year. These activities are mentioned in the annual report on the activities of the PhD students and are duly certified by the Coordinator of the Teaching Body.

The tutoring and supplementary teaching activities in the bachelor's and master's degree programmes are entrusted by the Teaching Body of the PhD programmes, having acquired the consent of the interested parties and in agreement with the President / Coordinator of the degree programme, identifying the disciplinary sectors within which the PhD students can carry out their tutoring and teaching activity, under

the supervision of one of the members of the Teaching Body or the tutor. The supplementary teaching activity may include exercises, internships, seminars and cannot include the replacement of full professors, nor the provision of teachings. The possibility of carrying out supplementary teaching activities is normally offered to all PhD students for at least 40 hours in total over the three-year period, without prejudice to any specific situations (employees of companies, PhD students on foreign mobility, etc.) assessed after consulting the PhD student involved.

The teaching activity of PhD students is free of charge for the State and / or University budget and does not give rise to rights regarding access to university roles.

PhD students in the medical area can participate in clinical-assistance activities, in compliance with specific agreements with the structures of the national health system.

3. Admission to the PhD programme involves an exclusive and full-time commitment. In any case, compatible work activities are permitted, subject to authorisation by the Teaching Body, which allow for the acquisition of skills relating to the educational environment of the PhD programme, after evaluating the compatibility of the same activities with the successful performance of training, teaching, and research activities of the PhD programme.

The use of research fellowships by PhD students without a scholarship is allowed if the topic to which the fellowship refers is compatible, in the opinion of the Teaching Body, with the PhD topics.

Public employees admitted to PhD programmes enjoy, for the normal duration of the course, the leave provided for by collective bargaining or, for employees under public law, extraordinary leave for study purposes, compatibly with the needs of the administration, pursuant to article 2 of law no. 476 of 13 August 1984, as subsequently amended, with or without grants and unless explicitly waived, only if they are enrolled for the first time in a PhD programme, regardless of the disciplinary area.

4. The PhD scholarship cannot be combined with any other scholarship or form of subsidy charged to the university and / or state budget, except for those provided to supplement training and research activities with stays abroad.

The PhD scholarship cannot be combined with any other form of funding announced and with scholarships issued by foreign countries or based on specific mobility programmes.

The PhD scholarship cannot be combined with research grants or apprenticeship contracts for advanced training and research.

5. Regarding the compulsory attendance of PhD programmes, suspension of up to a maximum of one year is allowed in case of maternity, serious and documented illness, and particular family situations, while maintaining the right to any scholarship. In such cases, the Teaching Body in charge may set up a plan to make up for attendance when attendance resumes, in agreement with the student concerned.

6. The Teaching Body may propose to the Rector, with a reasoned resolution and after consultation with the interested party, that a PhD student be excluded from the Programme, with consequent total loss of the scholarship assigned to him/her and return of any accruals already collected, in the event of:

- a) a negative opinion by the Teaching Body during the annual verification of the activity;
- b) unjustified or prolonged absences that prevent the planned research programme from running smoothly;
- c) behaviour in contrast with the rules on exclusive commitment and incompatibility

referred to in points 3 and 4 above;

7. In case of renunciation to continue the programme, the student is required to notify the Rector and the Coordinator of the PhD programme in writing.

The right to use any scholarship is maintained until the last full month prior to the interruption date.

8. Enrolment in a PhD programme is incompatible with simultaneous enrolment in another PhD programme, in first and second level degree programmes, in Masters, in Active Training Internships (Tirocini Formativi Attivi - TFA), in Specialisation Schools of the University of Modena and Reggio Emilia or other universities, without prejudice to the provisions of art. 6 with reference to the possibility of joint enrolment in medical specialisation schools. Students who have been awarded a PhD programme, if already enrolled in another university degree programme, must renounce to the enrolment in the other university programme in which s/he is already enrolled, under penalty of forfeiture of the right to enrol in the PhD programme, without prejudice to the cases of suspension permitted by specific provisions on the matter.

PhD students already enrolled in the doctoral programmes and who are later deemed suitable to enrol in another university study programme, may submit a request for suspension of the PhD, for one year, enclosing the favourable opinion of the Teaching Body. The University has the right to decide whether to confirm the payment of the scholarship upon resumption of activities.

9. The provisions envisaged by the legislative decree no. 68 of 29 March 2012 also apply to PhD students.

10. In case of maternity, the compulsory suspension of the programme for the period of compulsory maternity leave is provided, as well as any anticipated prohibition to work is provided. The period of suspension may be made up, if deemed necessary by the Teaching Body, at the end of the three-year programme.

If you are a scholarship holder:

- the payment of the scholarship is suspended during the period of suspension of the programme and resumes when the activities are resumed. The payment of the scholarship for the suspension period is made only if a recovery period has been envisaged at the end of the three years of the programme and only for the period of time envisaged (always with deferred monthly instalments).

Article 8 ***Industrial PhD***

1. Upon initial or subsequent accreditation, the University may request recognition of the "industrial doctorate" qualification, also as part of the name, for PhD programmes activated based on agreements or consortia that also include subjects referred to in article 1, paragraph 5, letter d), who carry out research and development activities.

2. The agreements referred to in point 1 govern:

- a) the methods of coordinating the research activities between the parties;
- b) the ways of carrying out research activities at the company, as well as, in relation to the possible positions covered by employees of the companies, the distribution of the

- overall commitment of the employee and the duration of the PhD programme;
- c) the incentive mechanisms to promote technology transfer and the development of the results of research activities by the affiliated companies.

3. The research themes characterising the industrial PhD programme give particular importance to the promotion of economic development and the production system, facilitating joint planning in relation to research topics and the activities of the doctoral students

4. Calls for admission to industrial PhD Programmes, in accordance with the guidelines defined at European level and with the development strategies of the national system as well as in compliance with the principles referred to in Article 1, paragraphs 2,3 and 4, may:

- a) indicate specific requirements for carrying out research activities, such as interdisciplinarity, adherence to international networks and cross-sectoriality, with reference to the business sector;
- b) allocate a portion of the available places to employees of companies or affiliated entities engaged in highly qualified activities, admitted to the PhD Programme after passing the relative selection.

5. In any case, without prejudice to Article 45 of Legislative Decree 15 June 2015, no. 81 providing for the activation of apprenticeship contracts aimed at making up the industrial PhD while ensuring the prevalence of research activity. These apprenticeship contracts are considered equivalent to PhD scholarships for the purpose of calculating the minimum number required for the activation of the programme.

Article 9

PhD programmes of national interest

1. The Ministry favours the activation of PhD programmes of national interest and provides for the methods of co-financing.

2. A PhD programme of national interest meets the following requirements:

- a) it contributes in a proven way to the progress of research, also through the achievement of specific objectives of the priority areas of intervention of the National Recovery and Resilience Plan, including those related to the enhancement of innovative PhD Programmes for public administration and cultural heritage, or the National Research Programme or related National Plans;
- b) it provides, already in the accreditation phase, for the stipulation of agreements or the establishment of consortia between several universities, as well as with highly qualified and internationally recognised research institutions, including foreign ones, which provide for the effective sharing of training and research activities, the modalities for regulating the forms of financial support, the modalities of exchange and mobility of professors and PhD students and any forms of co-supervision;
- c) it provides, already in the accreditation phase, for the coordination and joint planning of research activities between at least one University and at least four subjects referred to in Article 1, paragraph 5, to create highly qualified training programmes and allow access to research infrastructures suitable for carrying out the research projects of PhD students;

d) it provides, for each PhD cycle, at least thirty scholarships, each of an amount determined pursuant to Article 5, paragraph 1), letters b), g), it being understood that the quota for the support of research and training of the PhD student is increased, out of the ministerial co-financing, in an amount equal to twenty percent of the scholarship amount.

3. The subjects referred to in paragraph 2, letter c), assign scholarships for the PhD programmes of national interest in the manner referred to in Article 2, after evaluation of the applicants by a commission formed in such a way as to ensure the participation of foreign or external members to the affiliated subjects.

Article 10

PhD programme in agreement with foreign institutions

1. In order to effectively coordinate research activities of a high international level, the University can activate PhD Programmes, subject to accreditation pursuant to Article 1, with universities and foreign research bodies of high qualification and international recognition, in compliance with the principle of reciprocity, on the basis of agreements, also in co-supervision of theses, which provide for an effective sharing of training and research activities, the fair distribution of burdens, the methods of regulating forms of financial support, the procedures for the exchange and mobility of professors and PhD students and the issue of a joint degree or a double or multiple PhD qualification.

Article 11

PhD Programmes Website

The establishment of a PhD Programme involves the activation, in compliance with the provisions in force and subsequent amendments, of a WEB site enabling:

1. the publication of calls for applications and access to the related forms for admission and enrolment in the PhD programme;
2. the availability of the forms useful to request the activation and renewal of the PhD programme;
3. the enhancement of PhD programme organisation (regulations, specific rules, research topics, laboratories involved, etc.);
4. the monitoring of the activity carried out by PhD students;
5. the accessibility of relevant information for the competent bodies;
6. the disclosure of relevant documents (regulations, rankings, agreements, teaching activities, annual reports on the progress of the PhD programme, etc.).

Article 12

Incoming transfers from other universities

1. PhD students who are enrolled in a PhD programme at another Italian or foreign university can request prior authorisation for enrolment in a PhD programme of this university under the following conditions:

- a. that there are similarities between research topics with similar training and research objectives and the PhD programme at the corresponding university;
- b. that the PhD student declares any educational activities successfully completed at the

home University and that these courses are recognised by the PhD Teaching Body, as equivalent to those required by the PhD programme of this University for admission;

c. that the PhD student successfully passes an evaluation interview by the PhD Teaching Body;

d. that the overall duration of the PhD programme of this University is respected.

2. If the authorisation referred to in the previous paragraph is granted, the transfer can be made, subject to documented authorisation by the University of origin, with enrolment in the PhD programme and in any case without a scholarship.
The place to be taken must be included among those made available.

3. If the transfer takes place, the Teaching Body of the PhD programme will identify the tutoring professor.

Article 13 ***Evaluation Board remuneration***

1. Any travel and hospitality expenses and the remuneration of the members of the Evaluation Boards are paid based on the specific fund of the university budget.

ART. 14 ***Final and transitional provisions***

1. For the 34th cycle, the previous University Regulations on PhD programmes apply.

2. For the 35th, 36th and 37th PhD cycles, the rules of these Regulations apply, with the exception of those indicated on the subject of diploma supplement (Article 4, paragraph 11), on the subject of increasing the scholarship for stays abroad (Article 5, paragraph 1, letter g), in terms of budget (Article 5, paragraph 2) and in terms of compatible work activities (Article 7, paragraph 3); the provisions of the previous University Regulations on PhD programmes apply to these subjects.

Article 15 ***Entry into force***

1. These Regulations enter into force on the day following their publication on the University website.