



Rectoral Decree No. 19 of 25 January 2021

on a competition by way of comparative evaluation
for places on the thirty-seventh cycle of research
doctoral programs

The Rector

- Having regard to the Charter of Luiss Guido Carli.
- Having regard to article 4 of Law No. 210 of 3 July 1998 providing that universities may, by their own rules, regulate the establishment of doctoral programs, including eligibility, the awarding of academic qualifications, educational goals, curricula, duration, fees, attendance, the criteria for awarding scholarships and the amount thereof, and agreements with public and private entities, in conformity with the general criteria and suitability requirements of the locations laid down by ministerial decree;
- Having regard to article 19 of Law No. 240/2010 containing new provisions on research doctorates.
- Having regard to Ministry of Education, Universities and Research (MIUR) Decree No. 45 of 8 February 2013 adopting regulations on the accreditation of doctoral program locations and programs and the criteria for establishing doctoral programs by accredited bodies, by implementing Law No. 240/2010.
- Having regard to the Research Doctorate Regulations of Luiss Guido Carli, approved by the Academic Senate on 23 May 2013.
- Having regard to the resolution of the Department of Political Science of Luiss Guido Carli of 10 September 2020 proposing to renew the PhD program in Politics;
- Having regard to the resolutions of the Academic Senate and the Executive Committee respectively of 29 September and 6 October 2020 approving the doctoral programs.

decrees as follows

ARTICLE 1 – ESTABLISHMENT

The research doctoral program in Politics set out in the specific sheet annexed hereto, which are an integral part hereof, is hereby established at Luiss Guido Carli for the 2021/2022 academic year, XXXVII cycle, and likewise the specific competition for admission thereto.

The specific sheet (see Annex A) sets out the educational goals, research themes, the method and criteria for selecting candidates for the purposes of establishing a ranking order for admission.

The sheet also indicates the number of places (with and without scholarships) on offer, which will be awarded on the basis of the ranking order specific to each program and on the presence (or



otherwise) of scholarships linked to the undertaking of certain research in accordance with specific agreements.

Any additions or changes to what is set out herein and to the Annex provided will be published on the University's website <http://www.luiss.it>.

Pursuant to MIUR Decree No. 45 of 8 February 2013 the doctoral programs will be commenced solely upon receipt of a positive opinion from the National Agency for the Evaluation of Universities and Research Institutes (ANVUR) upon fulfillment of the requirements for ministerial accreditation. The places on offer and the scholarships will thus be awarded only in the event of a positive outcome to such evaluation.

ARTICLE 2 - ELIGIBILITY

Applications to participate in the competition for admission to the doctoral programs referred to in article 1 may be submitted by individuals holding a master's degree, a specialized degree or an Italian master's degree under the former university system or an analogous academic qualification awarded abroad that is officially recognized in advance by the academic authorities if not already deemed to be officially equivalent. In order to obtain such recognition, a candidate who holds an academic qualification awarded abroad which is not already deemed to be officially equivalent must accompany his or her application with whatever documents are necessary to enable the Admissions Commission – consistent with the rules in force in Italy and the country where the qualification was granted and the international treaties or agreements governing the recognition of qualifications for further education purposes – to assess the qualification solely for doctoral program eligibility purposes. The qualifications must therefore be accompanied by all of the documentation specified in article 3 that is necessary for their assessment.

Applications may only be accepted from individuals who have been awarded the above-mentioned qualification by and no later than 31 July 2021. In the case that a candidate applies while awaiting graduation (to occur on or before 31 July 2021), their application for admission will be considered "pending" and the candidate will have to submit the relevant degree certification (or self-certification under Presidential Decree No. 445 of 28 December 2000) by the said date, failing which the candidate will be excluded.

It is further specified that all candidates who submit self-certification under Presidential Decree No. 445 of 28 December 2000 will be admitted to participate in the competition subject to verification of the self-certified statements and that the University may at any time during the process, including after commencement of the doctoral program, check the veracity of the statements submitted.

In the event of a false statement, the University may order – by a reasoned decision of the Rector – that the candidate be removed from the competition or the doctoral program without prejudice to ensuing criminal implications for the candidate.



ARTICLE 3 – ADMISSION APPLICATIONS

All applications for admission must be submitted exclusively online by the deadline set out in this call for application and cited in the relevant specific Annex hereto.

Candidates are responsible for all information that is inserted into their online form and the validity of the certification/self-certification submitted. In that regard, candidates are obliged to consult the University's Code of Ethics, with particular regard for points C.1.1. and C.1.2. The Code can be found at the link https://www.luiss.it/sites/www.luiss.it/files/Codice-Etico_%20CdA-21-10-2015_0.pdf.

The University reserves the right to check the information and validity of the documents submitted. In the event of a discrepancy in what has been declared, it may exclude the candidate at any time, during or after the competition.

The online procedure should be completed by accessing the University's website at the address specified in the relevant specific Annex.

Once the procedure for submitting the application has been completed, the candidate will receive a print-out thereof as proof of successful completion of the procedure.

The application is to be considered for all statutory purposes a self-certification of the candidate's declared personal details and qualifications.

Each candidate may apply for admission to more than one doctoral program.

In order to apply, in accordance with the PhD program of interest, each candidate is expected to submit a proof of possession of a master's degree, a specialized degree or Italian master's degree under the former university system or an analogous academic qualification awarded abroad, along with all the documents required in the relevant specific annexes hereto.

Luiss reserves the right to check all documentation submitted by candidates. Should the qualification exhibited not fulfill the requirements set forth in this call for applications and not permit enrolment in the doctoral program, candidates who have made false statements shall be excluded from the program with an obligation to refund any improperly received scholarship installments, without prejudice to any criminal implications that may arise.

The deadline for applications is **16:00 CEST (UTC+2) on 19 February 2021**.

ARTICLE 4 – ADMISSION EXAM

Admission is based on what is indicated in the relevant specific Annex A hereto.

Candidates will be summoned to the written exam or/and interview, by e-mail sent to the e-mail address specified in the application form for the competition filled out online. Notice of the exam will also be given (at least 7 days prior to the date that the exam is scheduled for) on Luiss Guido Carli's website at <http://www.luiss.it>.



Candidates must present valid ID in order to sit the exam.

ARTICLE 5 – COMPARATIVE EVALUATION, THE ADMISSIONS COMMISSION AND ITS DUTIES

Comparative evaluation for admission to each program is based on what is set out in the relevant specific Annex A hereto.

The Admissions Commission that comparatively evaluates the candidates for each doctoral program is appointed by decree of the Rector of Luiss Guido Carli, subject to consultation with the Academic Board (**Collegio dei Docenti**) and consists of at least three members. Such members will either be professors or acknowledged experts in the subject and may be citizens of another country. In any event, the number of professors must exceed the number of experts on the Admissions Commission.

Once the competition exam has been completed, the Admissions Commission ranks, for each doctoral program, the candidates based on the sum of the points awarded to each one.

In the event of a tie between candidates as regards their overall score, the following select criteria shall be used to establish the ranking order for admission and scholarship purposes:

- a) in the event of a tie, the points awarded to Phase One of the selective process (see Annex A to the present Call for Applications);
- b) in the event of a further tie, the points awarded in connection with the Interview (see Annex A to the present Call for Applications);
- c) in the event of a further tie, the points awarded for the Research Proposal (see Annex A to the present Call for Applications);

Notice of admission to the doctoral program will be given by e-mail (to the address stated in the application form) no later than the date specified in the relevant Annex A hereto, by which date the ranking order and list of those admitted will also be published on the Luiss website at <http://www.luiss.it>. Individuals who have declared that they will be awarded their qualification by and no later than 31 July 2021 will be considered "pending". Those candidates must submit the relevant degree certification by the said date and this will be subject to verification as outlined by Article 2 this Call for Admissions.

ARTICLE 6 – ADMISSION TO THE PROGRAMS

Candidates will be admitted to the doctoral programs in ranking order until all places on offer are filled.

Should one of the successful candidates decline the place or not accept it in time, pursuant to art. n° 7 of this Call, that place will be awarded to the highest ranking eligible candidate from among those not originally admitted.

ARTICLE 7 – ENROLMENT APPLICATION

By the peremptory deadline of 7 days, counting from the day after publication of the ranking on the University's website (<http://www.luiss.it>) and the associated concurrent notice of admission, admitted candidates must communicate by e-mail (dottorati@luiss.it) their intention to enroll in the doctoral program, failing which they will be excluded.

Moreover, by the deadline that will be communicated in the notice of admission, admitted candidates must also submit or send by post (the postmark will serve as proof) an application for enrolment in the doctoral program (using the form for such purposes that will be e-mailed to them) and associated attachments, if any, to the PhD & Summer University Office, Luiss Guido Carli, Viale Romania 32, 00197 Rome, failing which they will be excluded.

Should any successful candidates expressly or impliedly forgo admission, their place shall be awarded to the highest-ranking eligible candidates.

The enrolment application must be accompanied by a statement that the candidate is / is not a public sector employee and, if so employed, that the candidate has requested clearance to participate in the Doctoral Program, to be activated on the commencement date of the program and to continue for the entire duration thereof. Certification of having obtained clearance must be delivered by and no later than the date of commencement of the program.

With reference to what is stated in this article, during enrolment in the Doctoral Program timely notice must be given of any change in what was declared at the time of submission of the enrolment application.

ARTICLE 8 – NUMBER OF PLACES ON OFFER AND SCHOLARSHIPS

The places on offer for each doctoral program are those indicated in the corresponding Annex A hereto.

Details of any other scholarships will be communicated in a timely manner.

Scholarships shall be initially awarded for one year and will be yearly renewed on condition that the candidate has completed the schedule of activities envisaged for the previous year as checked in accordance with the procedures laid down for each Doctoral Program.

The amount of each ordinary scholarship (see Annex A, letter B, point 1), to be disbursed in monthly installments, is determined in accordance with Ministerial Decree of 18 June 2008 and subsequent amendments. For 2021 the amount of each ordinary scholarship is set by Ministerial



Decree No. 40 of 25 January 2018 and is worth € 15,343.28 subject to payment by recipients of their own share of the relevant social security contributions due.

The amount of the ordinary scholarship (see Annex A, letter B, point 1) shall be increased by a maximum of 50% for a total period not exceeding 18 months if the doctoral student is authorized by the Academic Board to conduct research abroad. An amount equal to 50% of a scholarship may also be used by those who do not hold a scholarship if authorized by the Academic Board to conduct research abroad for a total period not exceeding 18 months. That increase may not be used for periods shorter than one continuous month in the doctoral student's country of birth, citizenship, residence or domicile.

Commencing from the second year, each doctoral student shall be guaranteed, in addition to the scholarship and within the context of the University's existing financial resources, a budget for research in Italy and abroad that is adequate for the type of program and that in any event is not less than 10% of the amount of the scholarship. Such an amount is guaranteed to doctoral students with or without scholarships.

The annual amount of the scholarship reserved for international candidates (see Annex A, letter b, point 2) has been determined by the decisions of the Academic Senate and the Luiss Guido Carli Executive Committee, respectively on 1/11/2020 and 15/12/2020, and corresponds to 22,171.88 euros gross of social security charges payable by the recipient. Luiss will not provide for the disbursement of further increases in the event that the doctoral student, beneficiary of this scholarship, carries out a research period abroad which is only permitted in countries other than their country of origin.

All scholarship winners must join the 'INPS Gestione Separata' State-run pension fund and send an e-mail to Luiss (dottorati@luiss.it) providing evidence of their registration in that regard. Scholarships are subject to social security contributions payable to the said pension fund in accordance with applicable law, two thirds of which is borne by the University and one third by the scholarship holders.

Doctoral students enjoy the associated benefits and rights.

Scholarships awarded for doctoral programs are not cumulable with other scholarships of any type, including those awarded by other universities/bodies. Moreover, they are incompatible with a role as an employee or any research and study contributions awarded by Luiss Guido Carli departments or other institutions.

ARTICLE 9 – RIGHTS AND OBLIGATIONS OF DOCTORAL STUDENTS

Admission to a Doctoral Program entails an exclusive and full-time commitment in line with what is specified in the syllabus for the Doctoral Program concerned, without prejudice to the special rules that may be made for the Doctoral Programs organized under article 16 of the Research Doctorate Regulations of Luiss Guido Carli. Undertaking a continuous paid employment, other than professional practice or scientific research activities, will implicate the scholarship's forfeiture and expulsion from the PhD program.



Enrolled students must attend doctoral courses and activities and continuously undertake study and research within the context of the facilities intended for such purposes and in the manner established by the Academic Board.

As an integral part of their training, doctoral students may undertake tutoring of those studying for bachelor's and master's degrees and also additional teaching of up to forty hours per academic year, subject to clearance from the Academic Board and without such entailing an increase in their scholarship.

At the end of every year of study each student enrolled in the doctoral programs must submit a detailed report to the Academic Board on the work and research done. The Academic Board will keep the report and, subject to a positive evaluation of the efforts and work of the doctoral student, will propose to the Rector that the student be allowed to continue his or her studies. In the event of a negative evaluation, the recommendation will be that the studies of the doctoral student should cease.

Doctoral students may be suspended or expelled from the program further to a unanimous decision of the Academic Board stating the reasons for such a decision.

For public sector employees admitted to doctoral programs the provisions of article 19 of the Research Doctorate Regulations of Luiss Guido Carli apply.

The measures under Legislative Decree No. 68 of 29 March 2012 are extended to doctoral students in the manner provided for therein.

For maternity leave purposes, the provisions of Ministry of Labor and Social Welfare Decree of 12 July 2007 published in Official Gazette No. 247 of 23 October 2007 apply to doctoral students.

ARTICLE 10 – AWARDING OF THE DOCTORATE

The qualification of research doctorate is attained at the end of the doctoral program and is awarded following positive assessment of a research thesis that contributes to the advancement of knowledge or methodology in the chosen field of inquiry after defense of a doctoral thesis. The research doctorate is conferred by the Rector in accordance with the Research Doctorate Regulations of Luiss Guido Carli and applicable law.

The examinations commission for the final exam will be established and appointed by decree of the Rector in accordance with the Research Doctorate Regulations of Luiss Guido Carli and applicable law.

The doctoral student must deliver the final version of the PhD thesis along with a detailed report of the activities performed during the Doctoral Program, as indicated in art. 8 of D.M. of 8 February 2013.

The PhD certificate will be issued solely if within 30 days after defense of the thesis the doctoral student (with the assistance of the relevant staff) files a copy of the final version of the thesis in the University's open access institutional repository, which stores the work and affords public access thereto. The University will arrange for the thesis to be filed with a special purpose ministerial database and the national libraries in Rome and Florence as required by law.



ARTICLE 11 – PRIVACY NOTICE

Luiss treats the personal data of candidates in full conformance of Reg. UE/2016/679 and D.Lgs. n. 196/2003, as modified by D.Lgs. n. 101/18 and subsequent integrations.

Luiss, as Controller, collects and processes the identifying data (name, surname, place and date of birth, personal tax number and citizenship), contact data (residential address, e-mail address and telephone number), data relating to academic record, data relating to knowledge of foreign languages, data relating to any certifications held by the data subject, in order to manage the application for participation in the doctoral competition and related obligations (the legal basis for processing lies the fulfillment of the pre-contractual obligations between the parties).

Processing takes place in the European Economic Area, on paper and electronically, using the security measures required by law.

Data are processed by Luiss's administrative and teaching staff and by any third party who assists Luiss in management of the application.

Any data subjects wishing to exercise their statutory rights may send an e-mail at any stage to privacy@luiss.it or write to the Controller, Luiss Guido Carli at Viale Pola 12, 00198 Rome, Italy, setting out their request.

The contact details of the Data Protection Officer (DPO) are available at www.luiss.it/contatti.

ARTICLE 12 – FINAL PROVISIONS

For all matters not specifically addressed herein, reference is to be made to the Research Doctorate Regulations of Luiss Guido Carli and the applicable law governing Doctoral Programs. Submission of the online application to participate in the selection process referred to in article 3 above implies the candidate's acceptance of the provisions hereof and the Research Doctorate Regulations in force.

The person in charge of the procedure is Dott.ssa Federica Capone.

This announcement will be published on the University's website (www.luiss.it) and the website of the Ministry of Education, Universities and Research (www.bandi.miur.it), which will also arrange for publication on the European Euraxess website and in the Official Gazette of the Italian Republic – 4th special series.

(Prof. Andrea PRENCIPE)



Annex A to Rectoral Decree n. 19 of 25 January 2021

**PhD Program in POLITICS
Cycle XXXVII - A.Y. 2021/2022**

Administrative headquarters: Department of Political Science, Luiss University
Statutory Duration of the Program: 4 years

a) Educational Goals and Research Themes:

The Department of Political Science at Luiss University invites applications for five fully-funded PhD scholarships to commence PhD studies in the academic year 2021/2022. It is also published n. 1 place without a scholarship reserved for officials working for public institutions.

The PhD program is entirely in English and has a duration of four years. Supervision will be mainly provided by Professors members of the Academic Board. The program also facilitates exchanges with partner universities abroad and provides additional financial support to enable such study periods and field work.

The Department of Political Science provides excellence in a number research clusters and we invite research proposals specifically in these areas:

- Regional and global governance
- European integration
- Communication studies
- Parliaments, elections and political representation
- Politics and Institutions
- Public policy

b) Places on offer:

- **Number of places with ordinary scholarship:** n. 4
- **Number of places with scholarship with increased funding, reserved for international candidates who satisfy all of the requisites listed immediately below:** n. 1

- ❖ not in possession of Italian Citizenship;
- ❖ not having had residency or domicile in Italy, or having carried out their main activity in Italy, for more than 6 months, even non-consecutively, in the three years preceding this Call for Applications;
- ❖ qualification for access to a Doctoral Program obtained in a foreign university.



Should a suitable candidate not be found, this place will be added, without additional funding, to the 4 ordinary University scholarship places and will be attributed in accordance with the same merit system as for those places.

➤ **Number of places without scholarship, reserved for officials working for public institutions:** n. 1

This place is reserved, and should there be no public sector employee applications/winners, the place will not be awarded.

➤ **Total places on offer on the PhD Program:** n. 6

c) Selection Process:

The selection process for admission to the doctoral program consists of two phases:

1. First Phase: Evaluation of the Research Proposal, CV and the qualifications contained therein.

In this phase the Research Proposal, CV and qualifications contained therein will be examined.

(a) The **Research Proposal (to be mandatory submitted)** will be evaluated taking into account its academic and societal relevance, its quality, rigour and promise in terms of delivering original research findings and its relation to the expertise available in the various research clusters of the Political Science Department. It must be written in English and has to include a clear statement of the research question or puzzle to be addressed, the state of the art on the topic complete with references to the literature, the analytical framework and methodology proposed, an indication of the sources for data collection and a brief bibliography.

(b) **CV and qualifications (to be mandatory submitted)** will be evaluated taking into account the prior qualifications and any other relevant elements indicated in a candidate's **curriculum vitae**.

2. Second Phase: Interview with the Selection Committee

The **interview** will focus on the research proposal submitted and will concern topics and subjects pertinent thereto (even if not directly covered by the Research Proposal itself but which relate to the areas under study in the Doctoral Program).

It is designed to assess not only the applicant's depth of knowledge regarding the proposal submitted but also the candidate's ability to engage in critical thinking and scientific enquiry, and to assess the candidate's motivations and objectives in entering the PhD program.

Interviews will be conducted in English, this being the working language of the PhD Program. The interview may be held with the applicant through Skype.



d) Assessment of PhD Applications

Selection Phase	Subject matter of evaluation	Maximum Score	Minimum score to pass to next phase
Phase 1	Research Proposal	60	36
	CV and Qualifications		
Phase 2	Interview	40	24
Total		100	60

e) Method of Submission of Candidature:

The online application procedure is to be completed through accessing the University's website at:

<https://phd.luiss.it/politics/call-for-applications>

To submit an application to participate in the competition candidates must:

- go to the webpage:
<https://phd.luiss.it/politics/call-for-applications>
and log into the designated online platform;
- select the "Politics XXXVII" Doctoral Program within the platform;
- fill out the competition application in full, attaching the required documents, specifically:

MANDATORY DOCUMENTATION:

- **Application Form B (which can be found at the end of this document) completed, dated and signed**
- **Research proposal**, consistent with the educational goals and the themes of the Doctoral Program;
- **Curriculum vitae**, indicating all qualifications held (for example, master's degree, advanced courses, other PhDs, etc.), research undertaken, any publications, study

and work periods either abroad or of international relevance, and certified knowledge of English and of any additional foreign languages other than English;

- **National ID card/passport;**
- **Statement of purpose;**
- **Two reference letters;**

The letters should not be uploaded onto the platform: the candidate must insert within the platform the names and email addresses of their 2 referents, who will receive a link at the indicated email addresses through which they can compile and upload a reference letter to the PhD & Summer University Office.

IT IS RECOMMENDED THAT FILES BE UPLOADED IN PDF FORMAT;

f) Deadlines:

- **Deadline for submission of applications:** 16:00 CEST (UTC+2) on 19 February 2021.
- **Deadline for the award of any prerequisite qualification for the doctoral program:** 31 July 2021.
- **Deadline for publication of the ranking for admission purposes:** 1 July 2021, unless extended with a specific communication on Luiss website. The ranking order and list of those admitted will be published on the Doctoral Program website (link: <https://scienzepolitiche.luiss.it/avvisi/didattica>) and communicated by e-mail to the successful candidates in accordance with article 5 of the call for applications.
- **Deadline for sending notice of the ranking for admission purposes to successful candidates:** within 7 days, start counting the day after publication of the ranking order and list of those admitted on the University's website (<http://www.luiss.it>) and the associated concurrent notice of admission.
- **Program start:** 13 September 2021.

PLEASE NOTE: The Application Form B for the self-declaration can be found on pages 5 and 6 of this document.



APPLICATION FORM B

PERSONAL SWORN DECLARATION (ART. 46, D.P.R. N. 445/00):

I, the undersigned, _____ born on _____
 in _____ (_____) and resident in _____
 _____ Address _____

Fully aware of the penal sanctions in the case of false declarations and the consequent forfeiture of the benefits obtained (pursuant to articles 75 and 76 of Presidential Decree 445/2000) for which I take complete personal responsibility

DECLARE, UPON PRESENTATION OF THIS CANDIDACY:

the wish to candidate myself (**It is possible to select one or more of the following options, subject to the admission requirements specified in the Call**):

1.
 - For an ordinary University scholarship place
 - For a scholarship place with increased funding, reserved for international candidates with residency abroad and with qualification for the Doctoral Program obtained abroad
 - For a scholarship place without funding, reserved for officials working for public institutions
2.
 - To be a resident in Italy
 - OR**
 - to be a resident abroad, specifically in
3.
 - to have NOT had residency or domicile in Italy or to have carried out my main activity in Italy, for more than 6 months, even non-consecutively, in the three years preceding this Call for Applications
 - OR**
 - to have had residency or domicile in Italy or to carried out my main activity in Italy, for more than 6 months, even non-consecutively, in the three years preceding this Call for Applications



4.

To have obtained my Master's degree (or equivalent) at the following University:
located in

OR

To have NOT yet obtained my Master's degree (or equivalent), with the full expectance that this degree
 will be awarded to me by 31 July 2021 at the following University:
located in.....

5.

To be an employee of a Public Institution, namely

OR

To NOT be an employee of a Public Institution

The undersigned also declares, pursuant to art. 13 of Legislative Decree no. 196 of 30 June 2003, that I have been informed that the personal data contained in this declaration will be processed, also with IT tools, exclusively in the context of the procedure for which this declaration is made.

Finally, the undersigned declares to have read the information referred to in Articles 13 and 14 of Regulation (EU) 2016/679 d.d. April 27, 2016 (GDPR).

Place and Date _____

Signature of Declarant _____

This declaration does not require signature authentication and effectively replaces the normal certifications required or intended for a Public Administration as well as for managers of public services and private individuals who allow it.

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