



Rectoral Decree No. 419 of 13.12.2023

on a competition by way of comparative evaluation  
for places on the XL cycle of research doctoral  
program in Politics

### **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 of 30 December 2010, containing new provisions on research doctorates.
- Having regard to Ministry of Education, Universities and Research (MUR) Decree No. 226 of 14 December 2021 adopting regulations on the accreditation of doctoral program locations and programs and the criteria for establishing doctoral programs by accredited bodies;
- Having regard to the Research Doctorate Regulations of Luiss Guido Carli, approved by the Executive Committee of 9 May, on the bases of proposal advanced by the Academic Senate on 22 February 2022.
- Having regard to the Ministerial Decree n. 247 of 23 February 2022 on the increase of doctoral scholarship.
- Having regard to the resolution of the Department of Political Science of Luiss Guido Carli of 3 July 2023 proposing to launch the PhD program in Politics, cycle XL.
- Having regard to the resolutions of the Academic Senate and the Executive Committee respectively of 31 October and 14 November 2023 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 2024/2025 academic year, XL 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 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 in possession of all the mandatory requirements listed and clarified in the Annex A together with 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 13 September 2024.** In the case that a candidate



applies while awaiting graduation, 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.

In the case of admission, applicants holding foreign degrees are required to submit to the PhD & Education Funding Office either the Diploma Supplement (the "access to further studies" section must necessarily be complete) or an Attestation of Comparability of the foreign degree issued by CIMEA. The Certificate of Comparability can be found at the following link: <https://www.cimea.it/>.

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/all/Codice\\_Etico\\_Luiss\\_CdA\\_21\\_aprile\\_2020\\_.pdf](https://www.luiss.it/sites/all/Codice_Etico_Luiss_CdA_21_aprile_2020_.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 CET (UTC+1) on 31 January 2024**.

#### **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>.

In order to take the exam, candidates will be identified through a valid ID.

#### **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 Annex 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 13 September 2024** 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](mailto: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 & Education Funding 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.

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 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 2024 the amount of each ordinary scholarship is set by Ministerial Decree No. 247 of 23 February and is worth **€ 16,243.00** 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 first 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** 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, as such visiting research periods are only permitted in countries other than their country of origin. Additional Budget for research in Italy



and abroad amounting to no less than 10% of the scholarship per year is guaranteed to PhD students holding the increased scholarship reserved for international candidates.

All scholarship winners must join the 'INPS Gestione Separata' State-run pension fund and send an e-mail to Luiss ([dottorati@luiss.it](mailto: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 dispositions referred to in the paragraph 4 and art. 8 paragraph 2, letter b) of the Research Doctorate regulations of Luiss Guido Carli. 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.

The Academic Board may authorize a doctoral student to conduct remunerated activities which enable the achievement of competencies within the educational field of the doctoral program, upon evaluation of the compatibility of the said activity with the productive progress of the educational and research activities under the doctoral program. The annual maximal limit perceivable by the doctoral candidate compliant to the scholarship, cannot surpass the ministerial minimal amount of the scholarship thereto.

The doctoral students may undertake, as an integral part of their educational program, tutoring activities of those studying for the bachelor's and master's degrees, even remunerated, and also additional teaching activities up to forty hours per academic year, subject to the approval by the Academic Board, without such entailing an increase of their scholarship. For these activities the doctoral students receive cheques referred to in the art. 1, paragraph 1, letter b), of the decree law of 9 May 2003, n. 105, converted, with subsequent amendments, by the law n. 107 of 11 July 2003. The income from other activities must not be superior to the Ministerial minimum of the doctoral scholarship.

At the end of every year of study each student enrolled in the doctoral program 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.

For proven reasons that do not allow the submission of the doctoral thesis within the time frame of the course duration, the Academic Board may grant, upon request of the doctoral student, an extension of twelve months maximum, without further financial burden.

An extension of the duration of the Doctoral course for a period not exceeding twelve months may, also, be decided by the Academic Board for justified scientific needs, ensuring in this case the corresponding extension of the duration of the scholarship with funds from the University budget. If the Academic Board considers the need to extend the duration of the doctoral course for justified scientific needs, this decision must be taken by the unanimous vote of Board Members.

Doctoral students may request, for proven reasons provided by law, suspension of the course for a maximum duration of six months. No scholarship or other equivalent funding is payable for the duration of the suspension.

The periods of extension and suspension referred to in paragraphs 6, 7 and 8 may not exceed a total of eighteen months, except in specific cases provided for by law.

Una proroga della durata del corso di Dottorato per un periodo non superiore a dodici mesi può essere, altresì, decisa dal Collegio dei docenti per motivate esigenze scientifiche, assicurando in tal caso la corrispondente estensione della durata della borsa di studio con fondi a carico del bilancio dell'ateneo. Nell'eventualità che il Collegio dei Docenti ravvisi la necessità di estendere la durata del corso di Dottorato per motivate esigenze scientifiche, tale decisione dovrà essere assunta all'unanimità di tutti i componenti del Collegio.

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. The measures under Legislative Decree No. 68 of 29 March 2012 are extended to doctoral students in the manner provided for therein. Without prejudice to the norms and protection of parenthood rights referred to in the decree of Ministry of Labor and Social Welfare Decree of 12 July 2007 published in Official Gazette No. 247 of 23 October 2007, the doctoral students in family leave maintain the right to the scholarship. After the suspension period, the scholarship will be paid upon the course attendance is resumed up to the completion of the overall duration of the scholarship period.



## 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. 45 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' 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](mailto: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](http://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 Dr Federica Capone.

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

(Prof. Andrea PRENCIPE)