



IUSS

Scuola Universitaria Superiore Pavia

**PHD COURSES REGULATIONS
OF IUSS PAVIA UNIVERSITY SCHOOL FOR ADVANCED STUDIES**

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I TITLE
GENERAL RULES

Art. 1 – Objectives

1. The University School for Advanced Studies of Pavia, hereinafter referred to as the “School”, can activate PhD courses pursuant to art. 24 of the Statute, in order to achieve its post-graduate training purposes.

Art. 2 – Framework

1. On the basis of its autonomy and within the framework of current community and national legislation, with these Regulations, the School regulates the activation of its PhD courses and its related modes of operation.

2. It is the responsibility of the Department Councils to enforce these Regulations, to detect the innovations of the community and national legislation and to propose any modifications to the governing bodies of the School.

TITLE II
PhD COURSES

Art. 3 – Objectives

1. The School activates PhD courses, pursuant to art. 24 of the Statute, intended to train young researchers in an international and interdisciplinary perspective, offering them the necessary skills to carry out highly qualified research activities in public and private entities, as well as qualifying also in the practice of freelance work, contributing to the creation of the European Higher Education Area and the European Research Area.

2. The Schools can organize the PhD courses activated in the "Doctoral School". The Doctoral School is established with a resolution of the Academic Senate, after hearing the opinion of the member Classes of the concerned PhD courses. The Doctoral School is responsible for coordinating the courses and managing common activities.

Art. 4 – Funding

1. Upon approval of the funding, the Department Council establishes the following on an annual basis:
- the amount of the fund for the financing of research doctorates and its allocation;
 - the contributions for access to and attendance of courses on the basis of the current EU and national regulations;
 - the criteria for exemption from them;

- the amount, duration and methods of payment of the scholarships.

Art. 5 – Activation and deactivation of Courses

1. The proposal for the establishment or renewal of a PhD course is presented to the Rector by the Dean of the relevant Class, after consulting the Department Council.
2. The Rector submits the proposals to the Academic Senate, which evaluates and approves the activation or deactivation of the Courses, after consulting the Evaluation Committee.
3. In relation to the proposals for a new institution or for renewal approved by the Academic Senate, the School makes a request for accreditation to the Ministry.
4. Upon receipt of the accreditation decree by the Ministry for newly established doctorates with the assent of ANVUR, the Rector issues the relevant announcement.
5. The announcement is drawn up in Italian and English and advertised electronically on the School website, on the European websites and on the Ministry website and it includes:
 - the total number of places covered with scholarships offered put up for each PhD course;
 - the amount of the scholarships;
 - the potential breakdown in curricula;
 - the criteria for accessing and evaluating qualifications, as well as any written tests, including internationally recognized tests, the procedures for carrying out the scheduled interviews, which may also include the presentation and discussion of a research project;
6. In the event of loss of confirmation of a PhD course, ordered by decree of the Minister, with the assent of ANVUR, as a consequence of the loss of one or more requirements, the School will suspend, with immediate effect, the activation of its new cycle.
7. The School adopts a quality assurance system for the design and management of doctoral training in accordance with the Standards for quality assurance of the European Higher Education Area (EHEA), according to the indications of ANVUR.

Art. 6 – Agreements and consortia

1. For the activation of PhD courses, the School may enter into agreements with one or more of the following subjects:
 - a) other Italian universities or foreign universities, with the possibility of issuing a final multiple or joint degree;
 - b) Italian or foreign, public or private research bodies, in possession of the requisites of high cultural and scientific qualification and provided with suitable scientific facilities and equipment;
 - c) institutions referred to in Article 2, paragraph 1, of the Law of 21 December 1999, no. 508, accredited in accordance with current legislation, with the possibility of issuing a final multiple or joint degree;

- d) companies, including foreign ones, which 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 programs.
2. The conventions referred to in paragraph 1, except in the cases provided for by art. 7 and 8, must include:
- the commitment of the affiliated subjects to normally ensure the activation of PhD cycles for at least three years;
 - the contribution by each partner in terms of: teaching, financial resources, specific and qualified operational and scientific structures for carrying out the study and research activities of PhD students; the contribution for the coverage of scholarships, in compliance with the minimum number required by current legislation.
3. As part of the agreements stipulated by the School with other universities, including foreign ones, it is possible to establish the issue of multiple or joint academic qualifications.
4. For the activation of the PhD courses, the School may also form consortia with the subjects referred to in paragraph 1.
5. For the fulfillment of training, research study and hospitality activities related to the PhD courses, the School can stipulate specific agreements with the University Colleges of merit and the EDiSU of Pavia.

Art. 7 – PhD of national interest

1. IUSS School may request the Ministry to activate PhDs of national interest and to identify the methods of co-financing.
2. According to current legislation, a PhD course is of national interest if:
- a. it contributes to the progress of research in a proven way;
 - b. already in the accreditation phase, it provides for the stipulation of agreements or the establishment of consortia between several universities, as well as with highly qualified and internationally recognized research institutions, including foreign ones, which provide for the effective sharing of training and research, the modalities for regulating the forms of financial support, the modalities of exchange and mobility of academics and PhD students and any potential forms of co-protection;
 - c. already in the accreditation phase, it provides for the coordination and joint planning of research activities between at least one University and at least four subjects referred to in Article 6, paragraph 1, to realize highly qualified training courses and to allow access to research infrastructures suitable for the realization of PhD students' research projects;
 - d. for each PhD cycle, it provides for at least thirty scholarships in accordance with current legislation.

3. Scholarships are awarded according to the procedures described in these regulations or by the specific course regulations issued by the School, in any case subject to the evaluation of the candidates by a board formed in order to ensure the participation of members who are foreign or external to the affiliated subjects.

Art. 8 – Industrial PhD

1. In the cases referred to in paragraph 1 of art. 6, at the time of initial or subsequent accreditation, the School may request the recognition of the qualification of "industrial PhD", also as part of the denomination, for PhD courses activated on the basis of agreements or consortia which also include companies, including foreign ones, which carry out a qualified research and development activity.

2. In the case of activation of an industrial PhD course, the agreements referred to in paragraph 1 regulate:

- a) the modalities for coordinating research activities between the parties;
- b) the modalities of carrying out research activities at the company, as well as, with regard 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 course;
- c) the incentive mechanisms in order to promote technology transfer and the development of the results of the research activity by the affiliated companies.

3. The research themes characterizing the industrial PhD course recognize particular importance to the promotion of economic development and of the productive system, facilitating joint planning in relation to the research themes and the activities of the PhD students.

4. Calls for admission to industrial PhD courses can:

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

5. The possibility, referred to in Article 45 of Legislative Decree 15 June 2015, no. 81, to activate apprenticeship contracts aimed at the training of the industrial PhD, while ensuring the prevalence of research activity, still remains.

Art. 9 – Bodies

1. The bodies of the PhD course are: the Academic Board and the Coordinator.

Art. 10 - The Academic Board

1. The Academic Board of each PhD course, consisting of at least six members, belonging to scientific fields consistent with the educational objectives of the course, is made up, for at least half of its members, of first and second-tier professors and for the remaining part by permanent researchers of universities or public research bodies, or, in the case of doctorates affiliated 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 quota of the professors. The composition of the Academic Board must take gender balance into account, where possible.
2. In any case, the members of the Academic Board must have the following requisites: the researchers belonging to the doctoral college must have a scientific qualification attested on the basis of the necessary requisites provided for by current legislation for access to the functions of second-tier professor; and professors must have a scientific qualification certified on the basis of the necessary requirements for access to the functions of the role they belong to.
3. The members of the colleges belonging to foreign universities or research bodies must have at least the minimum requirements required by current legislation for access to the functions of second-tier professor. Without prejudice to the composition rules referred to in the previous periods,
4. Experts, even if not belonging to universities or public research bodies, in possession of a high and proven scientific or professional qualification in coherent research fields can be part of the doctoral college, up to a maximum of one third of the overall composition of the college, with the educational objectives of the PhD course.
5. In the event that a PhD course is made up of several curricula, the skills relating to each curriculum must be represented within the College.
6. Doctoral students are guaranteed representation in the College as for the discussion of didactic and organizational problems.
7. For new activation courses, the Academic Board is established at the same time as the establishment of the PhD course as per resolution of the competent bodies.
8. The categories referred to in paragraph 1 may submit to the Department Council of the PhD program a request to participate in the Academic Board of the latter. Applications for participation are assessed, in compliance with the requirements referred to in the previous paragraphs, on the basis of documented research results at international level in the disciplinary areas of the course, with particular reference to those achieved in the previous five years. The evaluated members of the Academic Board are proposed by the Department Council, after consulting the interested Academic Board, to the Academic Senate for the relative resolution, which is valid starting from the following accredited cycle.
9. The Academic Board is in charge of the planning and implementation of the PhD course and specifically:
 - a. organizes the courses and other activities of the PhD;

- b. identifies a supervisor and one or more co-supervisors, of which at least one of academic origin, among subjects internal or external to the Academic Board provided that at least one possesses the requisites required for the members of the same college, who coordinate the activities of each PhD student;
 - c. approves the training and research project of the PhD students;
 - d. indicates the facilities in which the PhD student must continuously carry out study activities and decides on the possible conduct of research periods at other Italian or foreign locations;
 - e. at the request of the PhD student, may authorize the practice of teaching, subsidiary and supplementary activities of the same at the School or other universities or research institutions;
 - f. can co-opt well-known Italian or foreign scholars with the role of international experts;
 - g. can appoint a Deputy Coordinator who assists the Coordinator in carrying out his/her duties;
 - h. carries out the tasks referred to in articles 12.15.16.17.18.19,20 In the case of conventions or agreements pursuant to art. 6, paragraph 1, the composition of the Academic Board can be specified in the agreements, always in compliance with the regulations in force.
10. The provisions of art. 28 of the Statute apply to the sessions of the Academic Board.

Art. 11 – The Coordinator of the PhD course

1. The coordination of the Academic Board is entrusted to a full-time first-tier professor or, in the event of justified unavailability, to a full-time second-tier professor of the School, also in agreement pursuant to article 6 paragraph 11 of L. 240/2010, or of one of the Universities participating in the course, in possession of a high scientific qualification, certified on the basis of the requisites provided for by the current legislation for access to the functions of first-tier professor. The function of coordinator can be exercised in only one college at national level.
2. The Coordinator:
 - a. represents the PhD course within the Department Council;
 - b. convenes and chairs the Academic Board;
 - c. is responsible for the organization and overall functioning of the PhD course and of the training courses planned therein;
 - d. authorizes the participation of external students as auditors according to art.19 of the General Regulations of the School in the courses activated as part of the didactic offer of the doctorate after having consulted the reference teacher.
 - e. proposes a tutor for each PhD student to the Dean of the relevant class for the relative awarding;
3. The Deputy Coordinator, appointed pursuant to art. 10 paragraph 9 letter g, assists the Coordinator in carrying out his/her duties and replaces him/her in the cases of absence provided for by the law.
4. If the Coordinator needs to be replaced, the Academic Board will make the appointment.

Art. 12 – Admission to PhD courses

1. Admission to the doctorate takes place on the basis of a public selection, at least once a year.
2. Upon passing an admission exam without age and citizenship restrictions, those who can access the courses should be in possession of:
 - university degree (old system);
 - master's degree;
 - similar academic qualification also obtained abroad, recognized as suitable by the Commission;
 - further admission requirements may be decided by the School when the competition notices are published.
3. The Selection Board is composed of a minimum of three permanent commissioners and three temporary ones, chosen amongst tenured university professors and researchers pertaining to the research topics to which the doctoral course refers, also from non-Italian universities. Commissioners can be members of the Academic Board. In the case of a PhD of national interest, the commission must be formed in such a way as to ensure the participation of foreign or external members of the affiliated subjects.
4. The Commission can be integrated by one or more experts with proven competence, also belonging to the Academic Board of the doctorate, in the subjects that are subject to evaluation.
5. The Commission of selection is appointed by decree of the Rector on the proposal of the Academic Board. Any resignation of the members of the Commission of selection, adequately motivated, take effect upon the appointment of the new member by the Rector.
6. Admission to PhD courses takes place upon passing a suitable selection procedure intended to ascertain the candidate's preparation, ability and aptitude for scientific research. The selection is made through a public competition based on qualifications and possibly by examinations or interviews (also electronically), in accordance with the regulations in force.

Art. 13 – Enrollment in PhD courses

1. The Rector verifies the regularity of the competition documents and approves, with his/her own decree, the general classification of merit together with that of the winners. Candidates usefully placed in the merit ranking are declared winners, subject to verification of the requirements for admission to the selection procedure.
2. Candidates are admitted to courses according to the order of the ranking and up to the number of places available for each doctorate. Candidates admitted to the course forfeit if they do not express their acceptance within the terms contained in the communication of the outcome of the competition. In correspondence with any waivers of those entitled before the start of the course, just as many candidates will take over according to the order of the ranking.

Art. 14 – Organization of PhD courses

1. The training of PhD courses include the activities defined below:
 - Research activity: each student, entrusted to the coordination of a supervisor and at least one co-supervisor, will be initiated to research on specific topics, in the context of which the supervisor and the co-supervisor/s have consolidated experience documented by a scientific production of excellence and by scientific contacts at national and international level;
 - Characteristic training activities: each PhD program will annually activate a certain number of characterizing training activities, inherent to the disciplines covered by the PhD program, held by teachers of the School or of any affiliated centers and by academics of high international qualification, within the scope of the appropriate topics of the course itself, according to the program approved by the competent bodies;
 - Cross-training activities: the School or each PhD program will annually organize a certain number of interdisciplinary, multidisciplinary and transdisciplinary training activities, also in non-academic fields, such as the industrial, public administration, services and cultural institution sectors, with the involvement of industry experts; it will also organize linguistic and IT improvement activities, as well as 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 data and to research products and the fundamental principles of ethics and integrity.
2. The formative path of the doctorate can involve carrying out curricular internships at other research institutions.
3. The activities referred to in the first paragraph may be carried out at the School, or at any affiliated facility pursuant to art. 6.
4. Each PhD course must call for a minimum number of teaching hours or credits that each Student must acquire during the program by attending the planned training activities and taking the related exams where required. In any case, it must be guaranteed that the students attend at least 150 hours of training activities referred to in the first paragraph during the entire duration of the course. These training activities can be provided by the School or by other university and research institutions, as long as they are within an overall organic program approved by the bodies of the School itself.
5. Recognizing that the presence of foreign academics and students has a qualifying character on a scientific and cultural level, the teaching of the PhD courses is usually carried out in English.

Art. 15 – Rights and duties of the Students

1. Admission to the doctorate involves an exclusive and full-time commitment, except in the cases provided for by the law and as specified in art. 17. PhD students must carry out full-time activities included in their training project, approved annually by the Academic Board in compliance with the provisions of the previous article, at the facilities of the School or affiliated with the latter.
2. As an integral part of the training project, subject to the authorization of the Academic Board and without this entailing any increase in the scholarship, PhD students can carry out tutoring activities,

even paid, for the students of the ordinary Courses and the students of the Master's degree Courses, as well as, within a maximum limit of 40 hours in each academic year, supplementary teaching activities.

3. PhD students must attend the training activities and take the exams required for each doctoral course, in accordance with the provisions of art. 14, paragraph 4. For each PhD student, carrying out research and training activities, consistent with the PhD project, at highly qualified institutions abroad, is ordinarily envisaged.

4. PhD students in the medical area can participate in clinical-assistance activities.

5. At the end of each academic year, PhD students must prepare a summary report on the activities carried out and submit it to the Academic Board for approval for the purpose of passing to the following year and confirming the scholarship; at the end of the last year, the report (relating to the entire cycle) will be related to the indication of the final title and the *abstract* of the PhD thesis. The Academic Board will verify the achievement of the objectives set by the training and research project and will evaluate the student's acquisition of an adequate national and international scientific experience.

6. In the event of insufficient evaluation, the Academic Board may admit the PhD student to the following year with reservations, indicating the deadline by which he/she is obliged to meet the necessary requirements.

7. In the event of a negative evaluation or in the case of non-compliance with the request referred to in the previous paragraph, the Academic Board justifies the refusal of admission to the following year, proposes the forfeiture to the Rector and notifies the interested party.

8. Students evaluate the teaching provided by the School through specific anonymous questionnaires.

Art. 16 – Scholarships

1. Scholarships are awarded in the order defined in the relative ranking.

2. Scholarships last the duration of the PhD course of reference and are awarded for the first year and confirmed upon approval of the admission to the following year by the Academic Board of the individual courses.

3. The amount of the scholarship is increased for any period of stay for research activities abroad to the extent of 50 per cent for a total period not exceeding 12 months, subject to authorization of the student by the Academic Board. This period can be extended up to an overall maximum of eighteen months for doctorates in co-supervision or in agreement with foreign subjects.

4. In addition to the scholarship and within the financial resources existing in the School budget, each PhD student is assured a budget for carrying out the research activity in Italy and abroad, adequate for the type of course and in any case for an amount no less than 10% of the amount of the scholarship itself, the methods of assignment of which are defined in Title III.

5. Scholarships cannot be combined with other scholarships awarded for the same title or with research grants, except for those granted by national or foreign institutions and useful for integrating

the research activity of the scholarship holder with stays abroad. Students will be able to participate in competitions for the awarding of study prizes announced by the School and by other Bodies.

6. The PhD student who has received a scholarship for a PhD course cannot obtain the same benefit for a second PhD course.

Art. 17 – Incompatibilities

1. Enrollment in PhD courses is not compatible with simultaneous enrollment in undergraduate and master's degree courses, specialization courses, specialization schools or other PhD courses in Italy and abroad; the candidate is required to communicate the fulfillment of this requirement at the time of enrollment.

2. Admission to a research doctorate course entails the right for the student enrolled in a university Master's course to request that the training activities of the Master can be concluded and be recognized, where there is sufficient scientific congruence, as training within the PhD course, with subsequent recognition of teaching hours or credits for the PhD, with the decision of the Academic Board.

3. Taking the provisions of art. 15 first paragraph into account, the Academic Board can authorize the PhD student to carry out paid activities, verifying and justifying the compatibility with the successful practice of the training (teaching and research) activities relating to the course. However, these activities must be limited to those relating to the acquisition of skills relating to the training area of the PhD. Should the Academic Board authorize the practice of paid activities, the amount of the payment received by the doctoral student, which cannot exceed the amount of the scholarship, must also be taken into account.

4. Upon request of the doctoral student, the Academic Board may authorize the joint attendance of the PhD course and a medical specialization course and the consequent reduction of PhD activities. Authorization takes place after evaluating the consistency of the research activities carried out in the specialization course with the doctoral program and the compatibility with the PhD course of the activities and commitment provided for by the specialization school, as certified by the school itself with its own opinion of compatibility. In any case, the PhD scholarship and the emoluments, however denominated, received for the activities of the specialization school remain incompatible.

Art. 18 – Suspension and forfeiture

1. Attendance to PhD activities is mandatory and may be temporarily suspended by the Rector of the School for a maximum period of six months, at the request of the Student and subject to the favorable opinion of the Academic Board, for serious and documented reasons.

2. The payment of a scholarship or other equivalent funding is not envisaged for the duration of the suspension.

3. On resuming attendance in the course, the months of suspension must be made up, with payment of the relative installments of the scholarship. The Academic Board defines the changes to the program of

activities of the PhD students requesting suspension, in order to ensure that their training is not compromised by the suspension.

4. A doctoral student can be declared forfeited from the doctorate with an act of the Rector, upon detailed proposal of the Academic Board, for serious and documented reasons, including disciplinary ones.

5. Forfeiture of attendance at the course does not entail the repayment of the already disbursed scholarship installments.

Art. 19 - Extension

1. For proven reasons which do not allow the presentation of the PhD thesis within the time limits set by the duration of the course, upon request of the PhD student, the Academic Board may grant an extension of a maximum duration of twelve months, without further financial charges.

2. An extension of the duration of the PhD course for a period not exceeding twelve months may also be decided by the Academic Board, upon joint request of the supervisor and co-supervisor(s) for justified scientific needs. Having assessed the scientific reasons presented in support of the request, the Academic Board decides on the granting of the extension, after verifying the coverage of funds charged to the School's budget.

3. The extension and suspension periods referred to in this article and in the previous one may not exceed a total of eighteen months, except in specific cases provided for by law.

Art. 20 - Final examination

1. The PhD thesis must consist of an original research by the candidate, which contributes to the progress of knowledge or methodologies in the chosen field of investigation, and is preferably written in English, or in Italian or another language subject to the authorization of the Academic Board and is in any case accompanied by a summary in Italian and English.

2. The thesis is accompanied by a report by the PhD student on the activities carried out during the doctorate and on any publications and it is examined by at least two evaluators, also belonging to foreign and international institutions, external to the subjects who have contributed to the award of the PhD degree and in possession of highly qualified experience, of which at least one is a university professor. The evaluators are chosen by the coordinator of the doctorate, after consulting the supervisor, within thirty days from the transmission of the thesis.

3. Within 60 days from the date of conclusion of the PhD program, a copy of the thesis together with the report referred to in the second paragraph is sent by the candidates to the offices, which, after plagiarism check, send the thesis to the evaluators.

4. Within 30 days of receipt of the thesis, the evaluators express a written analytical judgment on the thesis and propose its admission to the public viva or postponement for a period not exceeding six months, if they consider significant additions or corrections necessary.

5. If the evaluator does not respect the deadline referred to in the previous paragraph, the Coordinator will replace him/her.
6. After the period referred to in paragraph 4, the thesis is in any case admitted to public viva, accompanied by a new written opinion of the same evaluators, made in the light of any corrections or additions made.
7. The public viva takes place before a Selection Board referred to in art. 21.
8. At the end of the public viva, the Board approves or rejects the thesis, with a justified written judgement, and, when it unanimously recognizes a particular scientific importance, it can award honors.
9. A potential absence from the final exam can be justified by the Academic Board against suitable documented motivation. In this case, interested candidates can ask the Rector, within 30 days after the date set for the final exam, to be able to take the exam on another date.
10. On a motivated proposal from the Academic Board, taking into account the particular circumstances that precluded the candidate from attending the final exam, the Rector appoints a special Commission in the modality set out in art. 21, or admits the candidate to the exams scheduled for the following session.
11. In case of unjustified absence, the candidate loses the right to take the final exam.
12. In the case of PhD courses established as a result of international cooperation agreements or on the basis of agreements entered into with other Universities or Bodies interested in higher education, the procedures for the final exam may be provided for in the agreements themselves.

Art. 21 – Selection Board

1. The Selection Boards are appointed by the Rector, where possible, in respect of gender balance, on the joint proposal of the Coordinator and the Dean of the relevant class within 30 days of the proposal of the evaluators on admission to the public viva or, in in case of annual session scheduling, within 30 days of receipt of the last proposal on admission of the session candidates to the public viva.
2. The Selection Board is made up of at least three members and as many alternates and is made up for at least two thirds of the subjects not belonging to the School and for no more than one third of members belonging to the subjects participating in the doctorate. In any case, the commission is made up for at least two thirds of members of academic origin and can be integrated for the single viva by experts, including foreign ones, chosen from public and private research institutions and structures.
3. The evaluators referred to in art. 20 can be members of the Selection Board.
4. The Selection Boards are required to conclude the evaluations without delay within the following sixty days.
5. Once the above term has elapsed, the Board which has not completed its work forfeits and the Rector appoints a new Board, with the exclusion of the forfeited members.

6. Any resignations of the members of the Board, adequately motivated, take effect upon the appointment of the new member.

7. In the case of doctorates established as a result of international cooperation agreements or on the basis of agreements stipulated with other universities or organizations interested in higher education, the procedures for setting up the Selection Boards may be provided for in the agreements themselves.

Art. 22 – Title of Research Doctor

1. The title of "Research Doctor", abbreviated with the words "Dr." or "Ph.D.", is achieved by passing the final exam and is issued by the Rector of the School. The training activities carried out by the PhD students are certified by a document attached to the final diploma (diploma supplement).

2. Within thirty days of the discussion and approval of the thesis, the School deposits a copy of the thesis, in electronic format, in the ministerial database. At the request of the Ph.D., the Academic Board arranges to make parts of the thesis non-publicly accessible in relation to the use of data protected by trade secret in accordance with current legislation. The School also takes care of the deposit of the thesis at the central national libraries of Rome and Florence.

3. The School may award an honorary doctorate degree ("Philosophy Doctorate - Ph.D.") in the disciplines in which PhD courses are active. The relative resolution is taken by the Senate, on the proposal of the relevant Department Council, approved in the restricted composition of first and second-tier professors; the proposal resolution must be adopted with a two-thirds majority of the members and approved by the Minister of University and Research.

III TITLE

USE OF BUDGETS FOR RESEARCH ACTIVITIES IN ITALY AND ABROAD

Art. 23 - Definition

1. This Title refers to the budget of no less than 10 percent of the value of the scholarship to be insured for each PhD student for research activities in Italy and abroad appropriate to the type of course.

Art. 24 - Eligible expenses

1. All expenses related to research activities are considered admissible for the purpose of using the fund. Eligible expenses include, by way of example but not limited to: participation in national and international conferences, seminars, meetings, study visits (e.g. period abroad); purchase of books, magazines or other bibliographic material on any type of support; purchase of assets, including the purchase of IT support for research; small entity consumable.

Art. 25 - Ineligible expenses

1. Expenses not aimed at scientific and technological research, such as those incurred for the purchase of office furniture or equipment, cannot be covered in general. Expenses for fees or magazine subscriptions may be allowed only for the duration of the academic year or, when this is not possible, for a calendar year. The same limits apply to equipment rentals.
2. In any case, sums exceeding the amount of the fund placed in availability are not eligible for reimbursement.

Art. 26- Methods of use

1. The use of the fund is subject to prior authorization by the Coordinator of the doctorate and the Dean of the relevant class, subject to the positive opinion of the supervisor. In the case of travel and missions, the request for prior authorization and reimbursement must be completed and submitted in accordance with the School's mission regulations. The PhD student who intends to make expenses from the fund is required to acquire and keep suitable purchase documentation of the goods and/or services used (invoices or receipts or tax receipts which clearly indicate the object of the purchase, the supplier company, date and actual cost including taxes).
2. The refund request, addressed to the Director General who will arrange the settlement, must be submitted using the Form, provided by the Administration, attaching all the appropriate supporting documents (tax documents, receipts, till receipts, etc.) made out to the applicant.

IV TITLE

FINAL AND TRANSITIONAL PROVISIONS

Art. 27 – Final and transitional provisions

1. This regulation is approved by resolution of the Academic Senate, it is issued by decree of the Rector of the School and enters into force from the day following the date of publication in the School Register.
2. Any modifications and additions to these regulations must be approved in the same way.