



Public Competition for Admission to the Interuniversity Doctoral Research Programme in Political Studies - a.y. 2020/2021.

Public Competition for Admission to the Interuniversity Doctoral Research Programme in Political Studies. Academic Year 2020/2021.	2
Art. 1 - Institution	3
Art. 2 - Admission requirements	3
Art. 3 - Application for admission	4
Art. 4 - Disabled candidates	5
Art. 5 - Admission exam	5
Art. 6 - Admission to doctoral programme	6
Art. 7 - Enrolment	7
Art. 8 - Scholarships	7
Art. 9 - Obligations of Doctoral Students	8
Art. 10 - Awarding of qualification	8
Art. 11 - Processing of personal data	8
Art. 12 - Relevant regulations	8
Art. 13 - Procedure Manager	9
Doctoral programme in Political Studies (POLS)	10
Annex A	12
Form 1	13
Form 2	14



Dir. DF/FTLI

PUBLIC COMPETITION FOR ADMISSION TO THE INTERUNIVERSITY DOCTORAL RESEARCH PROGRAMME IN POLITICAL STUDIES. ACADEMIC YEAR 2020/2021.

THE RECTOR

- Having regard to Italian Ministerial Decree No. 270, dated 22 October 2004, entitled "Amendments to Regulation No. 509 containing rules governing the educational autonomy of Universities, passed by a Decree of the Ministry for Universities and Scientific and Technological Research on 3 November 1999";
- Having regard to Article 4 of Italian Law No. 210, dated 3 July 1998, as amended by art. 19, paragraph 1, of Italian Law No. 240 dated 30 December 2010;
- Having regard to Italian Regional Law No. 33, dated 13 December 2004, entitled "Rules governing Regional measures to ensure the right to study at university", which makes provisions for services in favour of students enrolled in doctoral programmes;
- Having regard to Italian Ministerial Decree No. 45 dated 8 February 2013, "Regulation containing the accreditation methods of the locations and doctoral programmes and the criteria for the institution of doctoral programmes by accredited bodies";
- Having regard to the Agreement entered into on 11 May 2018 concerning the institution and operation of the doctoral research programme in Political Studies (POLS);
- Having regard to Ministerial decree protocol No. 917 of 15 October 2019, whereby the Ministry of Education, Universities and Research (MIUR), pursuant to Ministerial Decree 45/2013, grants five-year accreditation to the doctoral research programmes proposed by the University of Milan, subject to compliance with the prescribed requirements;
- Considering that the University intends to institute a new cycle of doctoral programmes for academic year 2020/2021;
- Having regard to the note of MIUR protocol No. 7757 of 11 March 2020;
- Having regard to the decisions of the Academic Senate and of the Board of Directors in the session of 31 March 2020, concerning the institution of the 36th doctoral cycle;

HEREBY DECREES



Art. 1 - Institution

The inter-university doctoral research programme in Political Studies is activated at the universities of Milan and Pavia for the 2020/2021 academic year (36th cycle), subject to accreditation by MUR, and ongoing compliance with accreditation requirements.

The doctoral research programme in Political Studies is established within the context of a network of northwestern universities, NASP-West “Network for the Advancement of Social and Political Studies in North-West Italy”.

A public competition for admission to the aforementioned doctoral programme will be held at the University of Milan; selection will be based on qualifications and exams. The table annexed to this decree, which is an integral part thereof, contains a brief description of the programme, as well as the examination window and a reference to the University’s website. The latter provides information on the research topics identified by the academic board, in line with the course objectives and the relevant research and advanced training programme, that will be offered to candidates admitted to the doctoral programme. The deadlines and methods for candidates to choose research topics are set out in art. 21 of the University Regulations on doctoral programmes at the University of Milan (administrative centre).

The number of scholarships may be increased should external funding become available before the deadline established in the call for submission of applications to the competition.

Foreign candidates who are in receipt of scholarships issued by their country of origin may be admitted to the doctoral programme over and above the prescribed number, provided that they have passed the admission exams set out in this decree.

Art. 2 - Admission requirements

Candidates holding a second cycle degree (*Laurea magistrale*), an equivalent qualification, or a qualification equivalent to the level of studies (Master’s Degree) awarded by a foreign university, may apply to take part in the competition for admission to the doctoral research programme, as per the article above.

The suitability of the foreign academic qualification in terms of content is evaluated by the Examining Committee set up for admission to the doctoral programme, in compliance with the regulations in force in Italy and in the country in which the academic qualification was issued, and with the international treaties or agreements on the recognition of qualifications for the purpose of continuing studies.

Candidates who have not yet completed their second cycle (*magistrale*) degree may also apply. In this case, candidates who are admitted onto the doctoral programme are required to obtain the required qualification by 31 October 2020, on penalty of forfeiture of admission.



Art. 3 - Application for admission

Applications for admission must be submitted by no later than **2pm on 14 September 2020**, following the procedures described below:

1. Register online on [the University portal](#). This operation is not required of those already registered on the portal or in possession of University login credentials (final year students or those who graduated from the University of Milan less than a year ago);
2. Login and submit an application for admission to the Doctoral programme by accessing Admission services -[Servizio di ammissione dottorati di ricerca](#);
3. Pay the non-refundable fee of €50 covering selection costs.

The following **documents** (no larger than 10 MB) must be **uploaded** (as pdf .rtf or .jpg files) to complete the online admissions procedure:

- A. Diploma Supplement, issued by the University in accordance with the standards set by the European Commission, the Council of Europe and UNESCO/CEPES; alternatively, a degree certificate in Italian or English from the candidate's home university showing exams taken, respective grades and credits. This documentation is not required of graduates/final year students of the University of Milan, as it will be obtained as a matter of course;
- B. CV describing any professional experience and other qualifications held by the applicant;
- C. Research project (using [Form 1 attached hereto](#));
- D. Copy of passport (foreign applicants only);
- E. List of publications (if any);
- F. [Annex A](#).

The online application cannot be modified or supplemented with further documentation once it has been confirmed.

Self-certification is accepted in the cases provided for and pursuant to current legislation.

Please note that the failure to provide even just one of the documents (from A to C) above, will result in the candidate being **excluded from the competition**.

Qualifications and scientific publications may be submitted in either Italian or English.

In addition to the above listed documentation, at the request of the Teaching Committee, as specified in the table, applicants must ask qualified referees who have been involved in their training to provide two letters of reference drafted according to [Form 2](#) attached hereto, which the referees must email directly (as a .pdf file) to the address indicated in the doctoral programme description by the competition deadline. The reference letters will be looked at in conjunction with the candidate's CV but will not be awarded any points.



Art. 4 - Disabled candidates

In compliance with article 20 of Italian Law no. 104 dated 5 February 1992, disabled applicants may, if they deem it necessary, request special aids and/or additional time to sit the competition exams. To this end, they must submit a declaration of physical impairment or of learning disability (form available at the University webpage *Modulistica generale* - general forms), along with a medical certificate attesting to the validity of the request.

Scanned copies of the form and documents must be uploaded during the online application procedure.

Art. 5 - Admission exam

Admission to the doctoral programme is through a public selection procedure involving the evaluation of qualifications and tests for the comparative assessment of candidates. An Examining Committee set up and appointed in compliance with current regulations will carry out the procedure.

The selection procedure aims to assess the applicant's training, capabilities and aptitude for scientific research, as well as his/her personal motivations. It involves assessment of the **CV** and a **research project**, possibly based on his/her second cycle degree dissertation, as well as an **online interview**. The research project, which must be described according to a standard format ([Form 1](#) attached hereto), is relevant for the sole purposes of selection and does not constitute any obligation regarding the subsequent choice of doctoral thesis in the event that the candidate is admitted.

The candidate's CV and research project will be evaluated prior to the interview, and candidates will be able to see the result of the evaluation on the University portal.

Evaluation of the CV will take into account the candidate's entire university career, any publications, any professional experience and other qualifications held. The Examining Committee can give a **maximum of 20 points** for the CV, taking into consideration the statistical distribution of the exam marks for their respective study course, the conditions and the amount of time taken by the candidate to obtain their qualifications.

A maximum of 10 points can be awarded for the **research project**.

Candidates who obtain a **score of at least 50% of the maximum points obtainable for the CV and the research project** can be called for interview.

The interview will take place in an open session, according to the schedule posted to the University website. It is aimed at ascertaining the candidate's knowledge of topics relating to the educational and scientific fields of the doctoral programme. The interview stage includes a seminar-style presentation of the applicant's proposed research project, followed by a general discussion aimed at verifying their skills, scientific knowledge and personal motivations. **A maximum of 70 points** can be awarded for the **interview**.

The interview will be held in English.



In order to sit the examinations, applicants must show one of the following forms of identification:

- a) Identity card;
- b) Passport;
- c) Italian driving license.

At the end of each interview session, the Committee will draw up a list of the candidates who have sat the exam and the marks obtained by each one in the exam. The interview outcome will be notified at the end of each day.

At the end of the examination, the Committee compiles a general merit ranking based on the sum of the scores obtained by the applicants from the evaluation of their CV, the research project and the interview.

The doctoral programme admission exam is passed if the candidate obtains the **minimum score of at least 70/100**.

The ranking is published online on the page *Graduatorie ammissioni post laurea* [Postgraduate admission rankings page](#) in the days following the examinations.

It is incumbent on the Committee to complete procedures no later than 1 October 2020.

Art. 6 - Admission to doctoral programme

Applicants are admitted to the programme in accordance with the ranking order until the number of places available for each doctoral programme has been filled. Where applicants achieve the same score, preference will be given to younger applicants, with the exception of the right of priority criterion for the awarding of PhD grants set forth in art. 8 of this call for applications. The rankings of eligible applicants will be published online, on the days following the interviews, on the University website at *Graduatorie ammissioni post laurea* [Postgraduate admission rankings page](#).

The ranking published on the University website constitutes notification to the interested parties since they will not receive written communication.

Applicants admitted to the course will lose their entitlement if they fail to enrol within the specified deadlines. Should this occur, their place shall be given to the next applicant in the ranking list. This also applies if an admitted applicant withdraws within three months of the start of the programme. If the withdrawing student has already received any monthly scholarship payment, he/she is required to return it. The Doctoral Students Administration Office (*Segreteria Dottorati*) will email takeover applicants directly with the relevant instructions and the deadlines for enrolment.

Once the final rankings are published, non-EU citizens resident abroad who have been admitted to the doctoral programme will receive an e-mail (from international.students@unimi.it) with the admissions letter for obtaining a study visa.



Art. 7 - Enrolment

Enrolment in the doctoral research programme is open from **12 October 2020 to 2pm, 16 October 2020** using the [SIFA enrolment service](#) and following the procedures published on the [University website](#).

Candidates are admitted conditionally and may be excluded from the programme if they do not meet the requirements.

Candidates who hold a degree qualification awarded abroad, must also show the originals of the following documents, sending a copy thereof, to the International Students Office (Via Santa Sofia no. 9/1 - 20122 Milan) by their enrolment date:

- a) University degree;
- b) Translation of the degree into Italian by an official translator, certified according to current legislation;
- c) "Dichiarazione di valore in loco" (Statement of Validity) to be requested from the Italian diplomatic office in the country in which the qualification was obtained;
- d) Italian tax identification number (*codice fiscale*);
- e) Permit to stay (for non-EU citizens only).

The documents indicated in b) and c) may be replaced by either a Diploma Supplement issued by the University according to the standards set out by the European Commission, the Council of Europe and UNESCO/CEPES or by other certification of validity issued by ENIC_NARIC centres or by diplomatic offices in Italy. The University reserves the right to request the Statement of Validity where there is any doubt as to the validity of the qualification.

The validity of any qualifications obtained abroad will be checked when the official documents are submitted.

Art. 8 - Scholarships

The scholarships awarded by the University of Milan amount to **€ 16,350.00** gross, those awarded by the University of Pavia amount to **€ 15,343.28** gross. The amount of the scholarship is exempt from IRPEF income tax under art. 4 of Italian Law No. 476 of 13 August 1984 and, in terms of social security, is subject to the regulations set forth in article 2, paragraph 26 et seq., of Italian Law No. 335 of 8 August 1995 as amended.

Scholarships are assigned on the basis of the rules set out in the Agreement for the activation and operation of the Doctoral Research Programme in Political Studies (POLIS), art. 5, "*The Teaching Committee determines to which research group each candidate belongs, and will thereafter award scholarships, on the basis of the research topic selected by the doctoral student (among those proposed by the Committee), using the admission ranking as the criterion for satisfying student preferences, until all the scholarships at the specified location are assigned. Each*



student must complete research in the selected field at the proponent University. The University offering the scholarship is responsible for disbursing it to the recipient”.

In the case of equal merit, scholarships are assigned on the basis of candidates' economic situation, as certified by the Indicator of Equivalent Financial Situation (ISEE).

The regional tax for the right to study and an expenses charge will be automatically deducted from the scholarship.

Scholarships have a yearly duration and can be renewed on condition that the doctoral student has been accepted by the Teaching board for the following year, after it is ascertained that he/she has correctly and successfully completed the programme of activities in the previous year.

Starting from the second year, each doctoral student is given, in addition to the scholarship and depending on the allocation of financial resources in the University budget, a budget for research activity in Italy and abroad appropriate for the type of course and in any case for an amount no less than 10% of the amount of the scholarship itself.

Art. 9 - Obligations of Doctoral Students

The doctoral research programmes entails 1,500 hours of training-education and research activities per year. The rights and obligations of doctoral students are regulated by art. 22 of the Regulations of the University of Milan concerning doctoral research programmes (administrative centre).

Art. 10 - Awarding of qualification

The qualification of Doctor of Philosophy, abbreviated to Dott.Ric. or Ph.D., is awarded jointly by the Rectors of the Universities partnered in compliance with Ministerial Decree no. 45 dated 8 February 2013.

Art. 11 - Processing of personal data

Pursuant to Legislative Decree no. 196 of 30 June 2003, as amended by Legislative Decree no. 101 of 10 August 2018, as well as EU Regulation no. 679/2016 (General Data Protection Regulation, GDPR), the University undertakes to respect the confidential nature of the information provided by applicants. All data provided will be processed solely for purposes related and instrumental to the competition and to manage the applicant's relationship with the University, where necessary, in compliance with current laws.

Art. 12 - Relevant regulations

Any items for which no specific provision has been made in this call for applications shall be regulated in accordance with legislation and regulations governing doctoral research programmes.



Art. 13 - Procedure Manager

Pursuant to law No. 241 of 7 August 1990 the manager of the procedure related to this announcement is Ms. Monica Delù (Head of the Doctoral Students Administration Office).

Further information is available through the [Infostudenti](#) services under the heading: *Postlaurea/Dottorati di ricerca* (Postgraduates/Doctoral research students).

Milan, 9 July 2020

THE RECTOR
(Elio Franzini)



Doctoral programme in Political Studies (POLS)

Learning Objectives

The interuniversity doctoral programme in Political Studies (POLS) integrates coherently empirical-positive and theoretical-normative approaches in political science. The programme therefore provides students with the methodological tools and cultural background common to the various lines of study and research, and a solid specialised preparation in four main areas, which may in some cases overlap:

- a) Institutions and Public Policy;
- b) Political theory and Political philosophy;
- c) International studies;
- d) Political Communication, Public Opinion, and Political Behaviour).

In order to promote the internationalization of the doctoral programme, all courses will be taught in English.

The POLS doctoral programme aims to form not only young researchers who can engage in international academia but also professional figures able to undertake research, provide consultancy, coordinate and manage private research centres, think tanks, and political and economic organizations, both private and public, in regional, national and international contexts.

The doctoral programme will be in English.

Academic disciplines

11/B (Geography)

11/C (Philosophy)

12/H (Roman Law, History of Medieval and Modern Law, and Philosophy of Law)

14/A (Political Theory)

14/C (Sociology)

Partner Universities

University of Milan (administrative centre)

University of Pavia

Research Topics

Research topics may be viewed on the [University website](#)



Duration

3 years

Places available

7

Scholarships

4 University of Milan

3 University of Pavia

Doctoral programme coordinator

Prof. Matteo Jessoula, adjunct professor in the SPS/04 scientific-disciplinary sector
matteo.jessoula@unimi.it

Admission requirements

All classes of Master's degrees

Letters of reference

The academic board requires 2 letters of reference, drafted according to Form 2 attached hereto, to be sent by e-mail to call.pols@unimi.it

Doctoral programme selection phases - Political studies (POLS)

Qualification assessment date

The assessment will take place on 21 September 2020.

The assessment outcome will be posted to the University website by the interview start date.

Interviews

Online interviews will be held from 24 to 30 September 2020.

The interview will be in English.

Exam procedures, the calendar with interview dates and times, and the title of the candidate's project will be posted to the University website.

Online posting is equivalent to a notice to the persons concerned.

Annex A

DICHIARAZIONE SOSTITUTIVA DI ATTO NOTORIO

Self-drafted affidavit
(art. 47 del DPR n° 445/2000)
(art. 47 Presidential Decree no. 445/2000)

Il sottoscritto/The undersigned

cognome/surname _____ nome/name _____

nato a/born in _____ il/on _____

consapevole delle sanzioni penali richiamate dall'articolo 76 del Dpr 445/2000 in caso di dichiarazioni non veritiere e falsità in atti
aware that making false statements and submitting false documents are crimes punishable by law (article 76 of Presidential Decree no. 445/2000)

**dichiara sotto la propria personale responsabilità
declares under his/her own responsibility**

che le pubblicazioni/ i titoli sotto elencati, prodotti in copia tramite upload, sono conformi all'originale:

that the publications and the qualifications listed below, produced as copies by upload, comply with the originals:

Milan, _____

Data/date

Firma/Signature _____

Ai sensi dell'art. 3 del DPR 445/2000 l'autocertificazione può essere utilizzata solo dai cittadini appartenenti all'Unione Europea. I cittadini non europei devono produrre documenti originali o in copia autenticata secondo la normativa vigente.

Pursuant to art. 3 of Presidential Decree no. 445/2000, only EU citizens are entitled to use this form. Non-EU citizens must submit the original documentation or photocopies authenticated in compliance with the laws in force.

Form 1

PROJECT

Applicant's Name

PhD

1) Project title

2) Abstract

3) Project aims and their relevance in the context of the state of the art

4) Project description

5) References

The project should count at least 2,000 and no more than 4,000 words, excluding references.

Form 2

ACADEMIC REFERENCE FORM

Applicant's surname and name _____

Ph.D. Program in _____

Enrolment: Summer 2019

Applicant's Waiver

The following waiver statement is provided in accordance with Italian privacy law. You may waive your right to inspect this reference by signing the statement at your own discretion. Should you decide not to sign, you may have access to the reference when you enrol in the doctoral programme.

This is a confidential reference and will not be disclosed to me without the prior consent of the referee.

Applicant's signature _____

Date _____

Referee's name _____

Title, employer _____

Address _____

E-mail _____

1. How long have you known the applicant?

<1yr	1yr	2 yrs	3yrs	4 yrs	> 5 yrs
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2. In what capacity do you know the applicant?

Professor Employer/Manager/Supervisor Colleague Other

3. On the following scale, please rate the applicant relative to other students / employees / applicants you have known:

	Top 50%	Top 25%	Top 10%	Top 5%	Top 2%
Scholarship	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Writing Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maturity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Originality	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Openness to other cultures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Academic Potential	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please attach a frank letter addressing the following questions.

1. What are this applicant's major strengths?
2. What are this applicant's major weaknesses?
3. Please describe the quality of the applicant's contributions in a group/team environment (professional or classroom).
4. Please rate the applicant relative to other graduate school applicants you have known.
5. If the applicant's native language is not English, please comment on his/her proficiency in English.

Referee's signature _____

Date _____

Mailing instructions:

Please send the completed form together with the letter of academic reference directly to call.pols@unimi.it
Thank you for your cooperation.