

THE RECTOR

CONSIDERING art. 4 of Law July 3, 1998, no. 210;

CONSIDERING the ministerial decree of April 30, 1999, no. 224, "*Regolamento recante norme in materia di Dottorato di ricerca*" (Regulations regarding research doctorates);

CONSIDERING the ministerial decree no. 270 of October 22, 2004 regarding the modifications to the statute containing the regulations concerning the didactic autonomy of universities, approved with the ministerial decree 509/1999;

CONSIDERING the regulations of the research doctorate courses of University of Milano-Bicocca, issued through the rectorial decree no. 018608 of April 24, 2007 and subsequent modifications;

CONSIDERING the Statute of the University of Milano-Bicocca, issued by rectorial decree no. 20723 of December 19, 2007 and published in the ordinary supplement no. 20, Official Gazette General Series no. 19 of January 23, 2008;

CONSIDERING the resolution of the Board of Directors of the University of Milano-Bicocca passed at the meeting held on February 24, 2009 related to taxes and contributions for the academic year 2009/2010;

CONSIDERING the rectorial decree no.0024835 of March 2, 2009 which establishes the research doctorate course of Economics – 25th Cycle – and the funding of three grants;

CONSIDERING the resolution of the Department of Economics passed on March 17 2009 which approved the allocation of funds for the partial reimbursement of the matriculation fee for the Scottish Doctoral Program in Edinburgh;

DECREES

Art.1

A public competition based on qualifications and exams for the admission to the following research doctorate course is hereby announced at the University of Milano-Bicocca:

NAME/TITLE	ECONOMICS
DEPARTMENT	Economics
FIELD	Economic and Statistical Sciences
DURATION	4 years
N° PLACES	6 + + 2 extra places for non-EU citizens
N° GRANTS	3
INFORMATION	Ms. Francesca Delcarro – Università degli Studi di Milano-Bicocca, Piazza dell'Ateneo Nuovo, 1 - 20126 Milan, e-mail: francesca.delcarro@unimib.it

The number of study grants can be increased with funding from public or private bodies as long as written communication of this is presented within the date of the comparative assessment. The increase in the study grants may lead to an increase in the overall number of places available in the competition. The failure to conclude agreements with public and private bodies within the appointed times will prevent assignment of the grants and consequently reduce the overall number of places available in the competition.

Art. 2 (Admission requirements)

Candidates who wish to apply to take part in the competition for admission to the research doctorate course in Economics must have a degree attained in accordance with the regulations that existed prior to the ministerial decree 509/99 or a second degree course or academic qualification awarded abroad and recognised by the Teaching Staff. Those who gain the aforementioned qualifications within the date of the oral exam, in accordance with article 6, may also apply.

Art. 3 (Application forms)

In order to take part in the entrance exam, all the candidates (Italians and foreigners) - with the exception of those who have obtained their qualifications abroad – must present their application on a computerised form either via internet or via the SIFA self-service terminals situated in the premises of the Bicocca University of Milan within and **not after the final date of July, 17 2009.**

The candidate must observe the following procedures:

If the candidate uses the SIFA self – service from SIFA ON LINE, select:

- ***accesso ai servizi SIFA (access to SIFA services)***

If the candidate uses a personal computer, select the following heading from the web site of Bicocca University www.unimib.it:

- ***SIFA – Servizi di segreteria on line (SIFA - student secretarial services on line)***
- ***Accesso diretto a SIFA on line (Direct access to SIFA on line)***

If this is the first time that you have accessed the system, you must register your personal data and observe the following procedures:

- ***Area Riservata Registrazione (Registration to restricted access area)***

Following the instructions of the SIFA, candidates must provide the following information: personal data, permanent address, habitual address, telephone number.

All students should observe the following procedure:

- ***Area Riservata – Login (Restricted access area –login)***

After logging in, proceed as follows:

- ***Area Registrato – Ammissione (Registered Area – Admission)***

- **Concorso d'ammissione – Iscrizione (Admission exam – Registration)**
- **Tipi di corso di studio – Corso di Dottorato (Type of course – Doctoral Courses)**

After selecting the desired Doctoral course, select:

- **Iscrizione al concorso (Enrolment for the exam)**

After completing this procedure, use the special key to print out the application form which shall include the electronic MAV bill of € 50.00 as a contribution towards expenses which can be paid at any branch of all banks. Payment must be made within **July, 17 2009**. If it should prove necessary, it is possible to print out the receipt again by reconnecting to the SIFA.

Receipt of the payment should be kept carefully by the person concerned. The University Administration reserves the right to ask for written proof of the payment.

In the case that the candidate does not participate in the entrance examination, the aforementioned registration fee cannot be reimbursed.

Candidates in possession of qualifications obtained abroad must present the application in accordance with the procedures specified in art. 4.

In accordance with law no. 104/92 modified by law no. 17/99, candidates with disabilities are entitled to extra time and/or assistance with the completion of the competition exam. For this purpose, as well as making an explicit request to this effect in the admission application, it is necessary to provide medical documentation certifying the validity of the request. These documents and certificates must reach, by the date of closure of the notice of competition, the Research Doctoral Office, Via Temolo, 3 - 20126 Milan.

In accordance with art. 75 of the Decree of the President of the Italian Republic no. 445/2000, if the university administration offices should discover, on the basis of appropriate checks, that the information declared by the candidate is incorrect or false, the declarant shall forfeit any benefits obtained by the legislative measure on the basis of false declarations.

The university administration declines all responsibility in the case of loss of documents, caused by inaccurate information regarding the permanent or habitual address of the candidate, by the failure of the candidate to inform the university of a change of address, or due to postal or telegraphic errors which are not attributable to the University Administration's offices.

Art. 4 (Regulations for foreign citizens and graduates with degrees attained abroad)

Candidates who possess a foreign academic qualification must present a written application in accordance with the form enclosed with this notice of competition.

If the foreign degree has already been declared equivalent to the Italian degree, candidates must indicate the name of the Italian university and the date of the rectorial decree in which equivalence is stated. If the foreign degree has not already been declared equivalent to an Italian degree, candidates must make an explicit request in the application to participate in the competition, with the sole purpose of admittance to the Research Doctorate course in Economics. . The application must be accompanied by the following documents:

- an authenticated copy of the qualification,
- a sworn translation of the said qualification with legal authentication of the relevant authorities in the country that issued the qualification,

- a declaration of its value in the said country issued by the relevant Italian Diplomatic Representation for the area,
- all the documents that are necessary for the University Teaching Staff to declare its equivalence.

All documents that are presented may be in Italian or English. Official documents must be accompanied by an official translation in Italian together with legal authentication from the relevant authorities.

A. European Community citizens and non-EU citizens legally resident in Italy

European Community citizens and non-EU citizens legally resident in Italy in accordance with art. 26 of Law. no. 189 of 30/07/2002 must deliver the written applications and the prescribed documentation personally to the *Ufficio Studenti Stranieri* (Foreign students' Office) of the *Segreteria Studenti* (Students' Secretarial Office), Via Temolo, 3 - 20126 Milan, or via recorded delivery within the closing date of the notice of competition, together with the receipt of payment of €.50,00 in accordance with art. 3.

The following are considered equivalent to EU citizens:

- the citizens of Norway, Iceland and Liechtenstein
- the citizens of Switzerland
- the citizens of the Republic of San Marino

B. Non-EU citizens who are resident abroad

Foreign non-EU citizens who are resident abroad must present the application and the prescribed documentation to the relevant Italian Diplomatic Representation for the area which must deliver the material to the university. within the final date of July, 17 2009.

Two extra - places are provided for non-EU citizens who are resident abroad and are suitable to the examination.

Non-EU citizens who are resident abroad are exempted from payment of the fee of 50.00 Euros for participation in the competitive examination.

For the purposes of matriculation, non-EU candidates must present a visa or a residence permit.

In case of postal delivery, THE POSTMARK SHALL HAVE NO VALIDITY.

**Article 5
(Submission of qualifications)**

In accordance with the following article 6, the qualifications must be submitted within the final date of July 17 2009. The said qualifications must be delivered by hand or sent by post to Ms. Giusi Rubino, Dipartimento di Economia Politica, Piazza dell'Ateneo Nuovo, 1 - 20126 Milano, stanza 358 (3° floor) – Ed. U6, from 9,00 to 12.00 am and from 2.00 to 4.00 pm – Tel 02 6448 3089, e-mail: giusi.rubino@unimib.it. **In case of postal delivery, the postmark shall have no validity.**

Those who have been conditionally enrolled in the selection, since they are final year undergraduates, shall have the possibility of self-certifying their degree marks by 9.00 am of July, 21 2009.

The qualifications, presented either in original copy or authenticated duplicates, shall be returned, on request of the person concerned, after 120 days of publication of the classification lists. The candidates shall undertake, at their own responsibility and expense, to retrieve the qualifications presented to the university within six months of the completion of the examination; after this date, the university administration's offices shall not be held responsible for the conservation of the said qualifications.

Art. 6 (Entrance examination)

Admission to the course is dependent on selection on the basis of qualifications and examinations. The exam consists of an oral examination, designed to assess the preparation, capacity and aptitude of the candidate for scientific research. The exam also consists of a test of the candidate's knowledge of English. The examination can be done either in Italian or English at the request of the candidate.

The oral examination shall consist of 60 points overall. In order to be eligible for the course, the candidate must score a mark of at least 40/60 in this examination.

The marks in the examination are combined with the evaluation of the candidate's qualifications, making a total maximum score of 20 points.

The assessment of the qualifications shall be carried out before the oral examination. The following qualifications will be assessed for the Doctorate Course in Economics:

- Mark and degree dissertation (up to a maximum of 5 points);
- Curriculum Vitae (up to a maximum of 5 points)
- Research programme of a maximum of 1000 words (up to a maximum of 5 points)
- Letters of presentation (maximum two) (up to a maximum of 5 points)

The final marks are calculated by the total of marks obtained in the oral examination and the points obtained in the assessment of qualifications. The overall marks are expressed in eightieths.

The oral examination will be held on **July, 22 2009 at 10.00 am in the Seminar Room of the Department of Economics** of University of Milano-Bicocca , situated in Piazza dell'Ateneo Nuovo, 1, 3rd Floor, Building U6, 20126 Milan.

In order to take the examination, candidates must produce one of the following documents for recognition purposes;

- a) identity card issued by post office;
- b) gun licence;
- c) passport;
- d) identity card;
- e) driving licence.

The publication of the timetable of the examination in the announcement of competition is equivalent to formal notification for all practical purposes.

Art. 7 (The activities of the first year of the course)

The Research Doctorate Course, which is the subject of this decree, is part of an International Cooperative Agreement with universities belonging to the Scottish Graduate Programme in Economics

(<http://www.sgpe.ac.uk/index.html>) (Edinburgh, Glasgow, Stirling, Aberdeen, Dundee, St Andrews, Strathclyde, Heriot-Watt). During the first year of the doctoral course, teaching and seminars shall be organised in collaboration with the Scottish Graduate Programme in Economics and will take place at Edinburgh University. The Department of Economics will reimburse 50% of the cost of enrolment for each doctoral student, only following receipt of the payment made to the Scottish Graduate Programme in Economics: for further information about costs, see <http://www.sgpe.ac.uk/about/funding.html>.

Reimbursement of the enrolment fee shall only be provided if the doctoral student continues the doctorate course at the University of Milano-Bicocca.

During the period of study abroad, the grant shall be supplemented in accordance with the following article 10. For the entire period of the course, the student shall have full access to the scientific and logistic teaching facilities of this university and those universities that adhere to the Scottish Graduate Programme in Economics.

Admission to the courses held at Edinburgh University is dependent on the following prerequisites of knowledge of the English language:

1. TOEFL, with a total score of 580 marks and a score of at least 55 marks in all the sections and a score of 4.0 in the written English test (TWE);
2. IELTS, with a total mark of 6.5 and a mark of at least 6 in each of the sections;
3. TOEFL (computer-based version), with an overall mark of 237 and a mark of at least 22 in all sections and at least 4.0 in the written English test (TWE);
4. TOEFL iBT (internet based) with an overall score of 92 and a score of at least 20 in each section;
5. CPE (Cambridge Certificate of Proficiency in English) Level B or higher
6. CAE (Cambridge Certificate in Advanced English) level A or higher
7. Degree awarded by a university in an English-speaking country.

Candidates must submit certification, which may be presented in duplicate form, that they possess the prerequisites in accordance with the aforementioned paragraph within the date of the oral examination in accordance with art. 6.

Art. 8 (Examining board)

The examining board for the entrance examinations for the Research Doctorate Course in Economics is formed and appointed in conformity with existing legislation.

Art. 9 (Classification list and means of enrolment)

The classification list of the candidates contains the overall marks of each candidate shown in decreasing order. It is published in the official notice board of the university and on the university's web site (www.unimib.it).

Candidates are admitted to the course according to their order in the classification list until the completion of the number of places available in the competition. The failure to complete the matriculation procedures within 15 days from the day of publication of the classification list leads to the forfeiture of the right to gain admittance to the course. In this case, those places that remain vacant shall be assigned to those who have the next highest position in the classification list.

The same thing happens if one of the admitted candidates should give up the course within two months of it starting.

For matriculation, candidates who are admitted to do the course should go to counter 18 of the *Segreteria Studenti* (Student Secretarial Office) , Via Temolo, 3 - 20126 Milan (Monday from 1.45 to 3.45 pm and Tuesday to Friday from 9.00 to 12.00 am) within the period of 15 days following the publication of the classification list in order to deliver the following documents:

- Application for enrolment in the first year of the Doctorate Course;
- Receipt of the payment in accordance with art. 11;
- Passport-sized photo.

Enrolment for a research doctorate is incompatible with enrolment with any other course at this or any other university.

Art. 10 (Study grants)

A study grant, in accordance with law in force, according to their order in the classification, shall be given to doctoral students with an overall personal annual income of not more than €. 15,000.00. For the academic year 2009/2010 the study grant amounts to €.13.638,47 gross per annum (8.57% shall be deducted from this figure as a National Insurance Contribution to be borne by the grant-holder)

With regard to the provisions in article 12 of the Regulations of Research Doctorate courses of the University of Milano-Bicocca, the study grant will be increased for a period of study abroad by 50%.

The grants cannot be added to other study grants awarded for any purpose, except for those from Italian or foreign institutions which serve to supplement the educational activities or research of the grant-holders with stays abroad.

Public employees who are admitted to the research doctorate courses and who do not have any study grant and have extended leave, maintain their National insurance and pension entitlement from the part of the civil service where they work.

Art. 11 (Taxes and contributions)

Doctoral students who do not have study grants, are required to make a payment for the academic year 2009/2010 of €. 885,00 to be paid in two instalments in the following way:

- Payment of the first instalment (€. 635.00) on matriculation;
- Payment of the second instalment (€. 250.00) by the deadline established by the Senate of the Bicocca University of Milan.

To gain admission and to attend the course, doctoral students are required to pay accident insurance for a sum of € 8.70 for the academic year 2009/2010. For those who do not have study grants, the sum is included in the payment of €. 885.00. For grant-holders the said sum shall be deducted from the first grant payment.

Art. 12 (Obtaining the qualification)

The qualification of doctor is awarded at the end of the Doctoral course after passing the final exam, which is dependent on submitting a written doctoral thesis that describes original research which produces significant scientific results.

Art. 13
(Regulations concerning deferment)

Although not provided for by this notice of competition, the legal provisions and regulations regarding doctoral research are valid.

Art. 14
(Personal data processing)

With regard to the provisions in accordance with the Legislative Decree of June 30 2003, no. 196 "*Codice in materia di protezione dei dati personali*" (Code of practice regarding personal data processing) concerning the protection of persons or other subjects with regard to the processing of personal data and, in particular, to the provisions contained in article 13, the personal data provided by the candidates are gathered at the University of Milano-Bicocca for the purposes of organising the competition and are also processed by computer. The processing of the data for candidates who are admitted to the course shall also continue after matriculation for purposes regarding the organisation of their university career.

Providing this data is obligatory for the assessment of the participation requirements. Failure to do so shall result in exclusion from the competition.

Art. 15
(Head of procedures)

In accordance with Law of August 7 1990, no. 241 and subsequent modifications the head of procedures contained in this notice of competition is: Dr. Ester Tagliavini, Area Segreteria Studenti (Student Secretarial Office), Capo Settore Post Lauream (Head of Postgraduate sector) (Via Temolo, 3 - 20126 Milan).

Candidates have the right to gain access to the proceedings in accordance with legislation in force.

The request, addressed to the Head of Procedures, shall be sent to the *Ufficio Protocollo* - piazza dell'Ateneo Nuovo, 1 - 20126 Milan.

THE RECTOR
(Prof. Marcello FONTANESI)

Registered with no 25132

On (date) march 27, 2009

**TO THE RECTOR
OF THE UNIVERSITA' DEGLI STUDI DI MILANO- BICOCCA
PIAZZA DELL'ATENEO NUOVO, 1
20126 MILAN (ITALY)**

THE UNDERSIGNED,

SURNAME/FAMILY NAME	
NAME	

DATE OF BIRTH	
PLACE OF BIRTH (City and Nation)	

FISCAL CODE (if any)	
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CITY OF RESIDENCE			
ADDRESS		N.	
POST CODE			
TELEPHONE NUMBER			
MOBILE NUMBER			
E-MAIL			

WISHES

that all communications will be transmitted to the following address:

COMPLETE ADDRESS	
TELEPHONE/FAX	
E-MAIL	

HEREBY APPLIES

for the admission to the PHD in :

- for ordinary positions
- for extra positions

For this purpose, having regard to the provision under D.P.R. n. 445/2000, and fully aware that according to art. 76 those who make a false statement or provide a false certificate are subject to the penalties imposed by the criminal law and special laws regulating the subject matter

THE APPLICANT DECLARES ON HIS/HER RESPONSIBILITY AS FOLLOWS:

- to be of nationality _____
- to have a degree in _____
- Achieved in date _____
- Final mark (indicate also the maximum mark) _____
- Name of the University and Country:

for which she/he applies a request of equivalence to the Teaching Body of the Course. For this purpose he/she encloses a notarized copy of the degree, a notarized Italian translation of the degree certified by authorities of the degree issuing country, a value declaration by the Italian Embassy or Consulate, and any other document necessary for the equivalence declaration.

- to have a foreign degree already declared equivalent to Italian degree by the following University:

N° and date of the act _____

- to have physical condition or other disabilities, which might necessitate (art. 4 L.104/1992):
 - special arrangements _____
 - special support _____
 - additional time.

AND COMMITS HIMSELF/HERSELF

to promptly communicating any change in the aforementioned address

AND FURTHERMORE ATTACHES

- Receipt of registration fee (No Foreign non-EU citizens who are resident abroad)
- All the documents necessary for the equivalence declaration (a notarized copy of the degree, a notarized Italian translation of the degree certified by authorities of the degree issuing country, a value declaration by the Italian Embassy or Consulate)
- Identity certificate by Italian Diplomatic Representation (only Foreign non-EU citizens who are resident abroad)
- Medical certificate

Date _____

Applicant's Signature _____

Information regarding the processing of personal data (D.L. n. 196 del 30/06/2003).

Candidates' personal data will be kept and used only for didactic and administrative purpose, with the utmost respect to the right to privacy.