

**REGULATIONS OF THE UNIVERSITY OF TURIN**  
**CONCERNING THE DOCTORAL SCHOOL AND PHD PROGRAMMES**

**(pursuant to Ministerial Decree no. 226 of 14 December 2021)**

**In red the specific integrations of the SAFA PhD Course**

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## **TITLE I - GENERAL PRINCIPLES**

### **Art. 1 Scope of Application**

1. This Regulation governs the functioning of the Doctoral School (hereinafter: School) of the University of Turin (hereinafter: University), established with the Rectoral Decree 3411/2018 of 30.08.2018.
2. This Regulation also rules the establishment, activation and functioning of the University's Research Doctorate Programmes (hereinafter: Programmes), in compliance with the provisions of Art. 4 of Law 3 July 1998, n. 210 modified by Art. 19 paragraph 1 of law 30 December 2010, n. 240, of the Ministerial Decree 14 December 2021, n. 226 and subsequent amendments. and of the University's Statute.
3. For Programmes established in agreement or consortium with universities and national and international public or private bodies, the regulations of the administrative seat and the provisions of the founding agreement apply.

## **TITLE II - THE SCHOOL**

### **Art. 2 Purpose of the School and Context**

1. The University organizes its own Programmes within the School.
2. The School is committed to ensuring that the Research Doctorate provides PhD students with the necessary skills to carry out highly qualified research activities at universities, public bodies or private entities, also for the purposes of accessing careers in public administrations and the integration of highly innovative professional paths. Doctoral training must be consistent with the principles and guidelines shared at a European level as indicated by the current Ministerial Decree.
3. The School includes Programmes with the administrative seat at the University and Programmes in agreement or consortium of which the University is a partner, including industrial doctorates and those of national interest.
4. University Programmes can join the University's Medical Doctor MD/PhD programme in accordance with the specific MD/PhD regulation.

### **Art. 3 Objectives**

1. The School aims to promote and follow up on the strategic choices defined by the University governing bodies regarding Research Doctorates.
2. The School promotes and coordinates educational, cultural and interdisciplinary activities in compliance with the specificities of the Programmes. These activities constitute a fundamental and integrative part of the University's third level educational offering.
3. The School subjects the Programmes to periodic evaluation according to the criteria and methods established by the University.

**Art. 4**  
**Resources**

1. The School may have financial and material resources assigned to it for any reason by the University, by public and private, national or international bodies.

**Art. 5**  
**Governing Bodies**

1. The governing bodies of the School are:
  - a) the Direction;
  - b) the Advisory Board;
  - c) the Council.
2. The composition of the bodies takes into account gender balance, where possible.
3. The meetings of the bodies are valid when the majority of the members participate, excluding those who have justified their absence.
4. The resolutions of the bodies are approved by the majority of those present.

**Art. 6**  
**The Direction**

1. The direction of the School is assumed by a full-time full professor of the University, elected by the Council among the members of the Board. His/Her mandate lasts three years and is not renewable.
2. Once elected, the Director of the School lapses from the role of Coordinator;
3. The Direction:
  - a) represents the School in internal and external relations;
  - b) coordinates the activities of the School;
  - c) convenes and presides over the Advisory Board and the Council. In the event that the Director is unable to preside over the meetings of the bodies, the presidency is assumed by the member of the Advisory Board with the highest academic degree and with the greatest academic seniority;
  - d) announces elections for the composition of the Advisory Board and for the representation of PhD students.

**Art. 7**  
**The Advisory Board**

1. The Advisory Board is elected by the School Council and is made up of 5 members, including the Director, of which 4 are teachers and 1 representative of the PhD students. Each teaching member of the Board represents one of the 4 macro-areas identified by the University's Statute. The Advisory Board remains in office for three years.
2. The active electorate belongs to all members of the Council; each member has the right to one vote.
3. The right to be elected for the teaching component is up to the Coordinators designated for the cycle following the one in which the election takes place; for the PhD students' component it is up to the representatives of the PhD students of the Council.
4. Before the election, each Programme must confirm its affiliation to a specific macro area.
5. The Head of the Research Direction or his/her representative participates in the meetings of the Advisory Board, without the right to vote.
6. The Advisory Board:

- a) assists the School Direction in the exercise of its functions;
- b) instructs the procedures to be submitted to the governing bodies;
- c) contributes to enhancing the University's doctoral strategies by developing proposals to be submitted to the attention of the Council.

## **Art. 8**

### **The Council**

1. The Council is composed of:
  - a) the Director of the School, with the functions of Chairman;
  - b) the Programme Coordinators. In the event that the Coordinator is based in other universities, the Teaching Body (hereinafter: PhD Board) can identify a person based in the University with the task of representing the Programme in the Council;
  - c) the University reference persons for the Programmes in agreement or consortium with administrative seats other than the University, designated by the PhD Board;
  - d) two representatives of PhD students for each macro area represented in the PhD Board.
2. The Head of the Research Direction or his/her representative participates in the meetings of the Advisory Board, without the right to vote.
3. In case of absence of a member of the Council, the vice-coordinators can participate as auditors. In the case of referring members of the University, a member of the teaching body may be delegated as auditor.
4. The duration of the role of member of the Council coincides with the duration of the role of coordinator or University reference person for the Programmes in agreement and consortium.
5. The representatives of PhD students, elected every two years, are replaced at the end of their careers, drawing from the lists of those elected. If the lists are exhausted, the School Direction will call new elections.
6. The Council:
  - a) contributes to the definition of the programmatic lines whose approval pertain to the governing bodies of the University;
  - b) proposes any changes to the Doctoral Regulations to the governing bodies of the University;
  - c) defines the methods of use of the resources made available to the School;
  - d) defines, approves and coordinates interdisciplinary, multidisciplinary and transdisciplinary teaching and training activities, including linguistic and IT improvement, also in common between several doctoral Programmes;
  - e) expresses an opinion on the proposals to be submitted to the governing bodies of the University regarding:
    - i) the establishment of new Programmes;
    - ii) the establishment and renewal of Programmes in agreement or consortium;
    - iii) changes to the standard models and convention and consortium agreement texts for the establishment of new Programmes;
  - f) contributes to proposing evaluation criteria and models to the governing bodies and ensures their implementation;
  - g) contributes to the application of the evaluation procedures defined by the governing bodies of the University, as well as the accreditation procedures;
  - h) proceeds with the possible creation of stable or temporary working groups within the Council regarding topics of specific interest.

**TITLE III - COURSES**  
**Section I - Institution and Bodies**

**Art. 9**

**Establishment and Activation of the Programmes**

1. The proposal to establish a new Programme can be presented by University teachers according to the methods set out in Annex 1.
2. The Programmes can also be established in an associated form, in an agreement or in a consortium.
3. The methods of activation and operation of the Programmes referred to in paragraph 2 are defined by the establishment procedures referred to in paragraph 1, and by a specific agreement drawn up according to the model approved by the governing bodies of the University.
4. The simple change of the title of a Programme can be decided by the College. It must be notified to the School and in any case does not in itself constitute the identity of a new Programme.
5. The activation of a new curriculum within an existing Programme is decided by the PhD Board and is communicated to the School if it has a predominantly organizational value. It is subject to the technical-scientific opinion of the School in the event that it constitutes an expansion of the scientific training areas of the Programme.

**Art. 10**

**Accreditation of Programmes and Seats**

1. The School coordinates the accreditation procedures both in the initial phase and in the periodic verification of the University and collaborates with the University bodies.
2. The University activates the Programmes subject to annual accreditation granted by the competent Ministry, with the assent of ANVUR, in coherence with the general guidelines for the university system and with the Standards for quality assurance in the European Higher Education Area (EHEA).
3. The accreditation application is presented to the competent Ministry by the Programme Coordinator.
4. The requirements necessary for the accreditation of the Programmes are indicated by the legislation and guidelines in force.

**Art. 11**

**Programme Bodies**

1. The Programme bodies are:
  - a) The Coordinator
  - b) The PhD Board

**Art. 12**

**The Coordinator**

1. The Coordinator is a full-time full professor or, alternatively, a full-time associate professor in possession of a high scientific qualification, certified on the basis of the requirements established by the current legislation, elected by the PhD Board among its members. The Coordinator remains in office for 3 years and can be re-elected consecutively only once. Only mandates lasting more than 1.5 years are considered in the calculation.
2. The coordination role can be exercised in only one PhD Board at a national level.

### 3. The Coordinator:

- a) represents the Programme in all institutional offices;
- b) is an ex-officio member of the School Council;
- c) coordinates the teaching and scientific activities of the Programme.
- d) convenes and presides over the PhD Board and ensures the implementation of its resolutions;
- e) presents the proposal for accreditation of the Programme according to the current legislation and takes care of the related obligations, also in relation to periodic checks.

## **Art. 13 The PhD Board**

1. The PhD Board is made up of at least twelve members relating to scientific sectors consistent with the training objectives of the Programme and in possession of the qualifications regulated by the current legislation.
2. The composition of the PhD Board and those who may be part of it are governed by the current legislation.
3. Participation in the PhD Board of a doctorate activated by an entity other than the University of Turin is subject to authorization by that entity.
4. The PhD Board includes a representation of PhD students equal to 20% of the members approximated to the nearest integer. This representation participates in the meetings of the PhD Board limited to the discussion of topics relating to teaching and organizational activities. The representatives remain in office until the conclusion of their doctoral cycle. They are replaced by drawing from the lists of those elected or, if the lists are exhausted, through new elections.
5. Applications for participation in the PhD Board are presented to the Coordinator and approved by the PhD Board, on the basis of documented research merit in the disciplinary areas of the Programme.
6. The meetings of the PhD Board are valid when the majority of the members participate, excluding those who have justified their absence.
7. The decisions of the PhD Board are approved by the majority of those present.
8. The PhD Board is responsible for planning and implementing the PhD Programme:
  - a) organizes the research training and teaching activities of the Programme;
  - b) prepares the procedures relating to entrance exams, ongoing monitoring and final exams on the basis of the models adopted by the University;
  - c) assigns each PhD student a Supervisor and one or more Co-supervisors;
  - d) communicates to the Directors of the Departments concerned the assignments of the PhD students to their respective Supervisors for the obligations relating to the activities of the PhD students and proceeds, where a research need linked to the project of the PhD student is indicated, to require the activation and stipulation of a co-tutelle agreement with a partner university;
  - e) coordinates the activities of the Supervisors;
  - f) carries out periodic checks on the progress of each PhD student together with the Supervisor and defines the objectives to be achieved for admission to the years following the first one and to the final exam;
  - g) approves the stipulation of contracts and agreements with national and international public and private bodies, including those relating to co-tutelle agreements;
  - h) proposes to the Rector the names of the members of the Examination Boards for admission to the Programmes and of the Commissions for the final exam;
  - i) collects and discusses the requests of PhD students and Supervisors on issues concerning the progress of the doctoral path.

The members of the PhD Board, in addition to fulfilling the commitments established by the University regulations, participate in the management activities of the PhD Programme, regarding training, organization and evaluation of the activities of the PhD students.

To support the activities of the PhD Board and the Coordinator, three Commissions have been established:

a) Training and Teaching, b) Research, c) Quality Assurance, Monitoring and Evaluation.

#### **Art. 14**

#### **Supervisor and Co-supervisors**

1. Supervision must be carried out by teachers of the University or of associated or affiliated universities; co-supervision can be carried out by those who belong to the University or other external national and international public or private research bodies, in agreement or consortium, provided that at least one co-supervisor possesses the requirements for the members of the PhD Board.
2. The PhD Board arranges the educational-training path and the research project in agreement with the supervisors and with the PhD student.
3. The overall number of supervisors must be sufficient to guarantee an adequate relationship with the PhD students in training.
4. The following also constitute necessary requirements for assuming the supervisory role:
  - a) adequate scientific production in the last five years in the reference areas of the Programme.
  - b) the commitment to follow the PhD student's training path;
  - c) the availability of sufficient funds and equipment for the realization of the PhD student's research project.
5. The teaching and supervision activities certified and carried out by University professors within the Programmes contribute to the fulfillment of the institutional obligations referred to in the Art. 6 of Law 30 December 2010 n. 240.

The supervisor, with the help of 1 or 2 co-supervisors, is involved and personally responsible for the planning, authorization, certification and evaluation of the PhD student's activity.

Each supervisor can be assigned a maximum of two PhD students from the SAFA doctoral course per a three-year period. The limit applies to PhD students who benefit from scholarships provided by the University with ministerial funds, not integrated by co-financing from the teachers.

Upon retirement, the supervisor lapses from the role and is replaced by resolution of the PhD Board.

#### **Mentors**

Each PhD student is assigned a mentor, appointed by the PhD Board from among its members. The mentor has a supporting role in resolving problems related to the doctoral career, when they cannot be adequately addressed with the supervisor and/or the coordinator.

#### **Art. 15**

#### **Financing**

1. PhD scholarships may be financed with:
  - a) ministerial resources;
  - b) resources of the university administrative seat or of the affiliated universities with which a specific convention or consortium agreement has been stipulated;
  - c) resources of the Departments or other University bodies;
  - d) financing acquired through agreements with public or private bodies;

e) financing through national and international calls.

## **Art. 16**

### **Programmes in Agreement and Consortium**

1. Programmes may be activated, subject to accreditation granted by the competent Ministry, in agreement or consortium with:

- a) other Italian or foreign Universities, with the possibility of issuing a multiple or joint final qualification;
- b) public or private, Italian or foreign, research bodies in possession of high cultural and scientific qualification requirements and provided with suitable scientific structures and equipment;
- c) institutions referred to in article 2, paragraph 1, of law no. 21 December 1999. 508, accredited pursuant to article 15 of this regulation, with the possibility of issuing a multiple or joint final qualification;
- d) companies, including foreign ones, which carry out qualified research and development activities;
- e) public administrations, cultural institutions, and research bodies of international importance, for the implementation of specific research and development or innovation programmes.

2. The agreements and consortia are activated following the opinion of the School referred to in Annex 1 and the resolution of the governing bodies of the University.

3. The agreements and consortia must respect the principles of reciprocity on the basis of agreements that provide for the effective sharing of training and research activities, the fair sharing of burdens, the sharing of the methods for regulating the forms of financial support, the methods of exchange and mobility of teachers and PhD students and the issuing of a joint, double or multiple doctoral qualification. To activate these Programmes, each affiliated institution must ensure adequate financial coverage in accordance with the provisions of the current legislation.

4. The agreements and consortia referred to in paragraph 1c may request industrial doctorate qualification upon ministerial accreditation. Industrial doctorates may allocate a portion of the available positions, on the basis of specific agreements, to company employees engaged in highly qualified activities, recruited following the passing of the admission test. They also establish the methods for carrying out research activities at the company as well as, in relation to the positions reserved for company employees, the distribution of the employee's overall commitment, the duration of the educational-training path, and the management of intellectual property.

## **Sezione II - Access**

### **Art. 17**

#### **Admission to Programmes and Examination Boards**

1. Admission to the doctoral Programme is announced through a public call, at least once a year. The public call takes place through verification and evaluation of the requirements by an Examination Board.

2. The comparative evaluation concerns the motivations, preparation, ability, professionalism and predisposition for research in the scientific fields of the PhD Programme.

3. The Examination Board for admission to the Programme, appointed by rectoral decree, is made up of at least three full members and three substitutes, chosen from among the teachers whose sectors are relevant to the scientific areas the Programme refers to. The Board may be integrated with experts,

including international ones, chosen from public and private research institutions and bodies, to an extent not exceeding the number of actual members.

4. In the case of Programmes in consortium or agreement, the Board and the admission methods are left to the relevant agreements.

5. The call for admission to the PhD Programme, written in Italian and English, is published for at least thirty days on the University, European Euraxess, and Ministry websites.

6. The application can be submitted by anyone who holds Italian or foreign citizenship and holds a master's degree or a suitable qualification obtained abroad within the deadline date of the call.

7. The application can also be submitted, under conditions, by those who obtain the qualification required by the call within the date of enrollment in the PhD Programme, under penalty of forfeiture of admission to the Programme.

8. The suitability of the foreign qualification is ascertained by the Examination Board, in compliance with the legislation in force in Italy and in the country where the qualification was issued, as well as the treaties or international agreements regarding the recognition of qualifications for the continuation of studies. The declaration of suitability is valid only for the purposes of admission to the Programme.

9. Those who have already obtained a PhD degree in Italy with or without scholarship (even partial) cannot compete for a position with scholarship;

10. The call indicates, for each Programme:

a) the total number of available positions, doctoral scholarships, any other forms of financial support and any reserved positions;

b) the possible number of positions reserved for students graduated at foreign universities and for scholarship holders involved in specific international mobility programmes;

c) the access and evaluation criteria for qualifications;

d) any contributions and the related amounts for participation in the call, as well as the regulation of exemptions in accordance with the regulations concerning University fees and contributions.

e) the procedures for carrying out the admission tests;

f) the titles of available doctoral projects;

11. If the call reserves a quota of positions for graduates from foreign universities, or for scholarship holders from foreign countries or for specific international mobility programmes, the University may establish different methods for carrying out the admission procedure with a separate ranking.

12. In the case of national and international collaboration projects, specific admission procedures and organizational methods may be envisaged, in relation to the characteristics of the individual doctoral projects activated within accredited PhD Programmes.

13. Positions reserved for unallocated graduate students in foreign Universities may be made available for other calls/positions.

14. The evaluation may include the suitability of the applications for specific projects. In case of withdrawal of the winners, the scrolling of the rankings must take into account the specific suitability of the candidates;

15. In case of withdrawal of the winners before the start of the Programme, the rankings will be scrolled automatically; it takes place at the request of the coordinator within 6 months from the start.

16. Further details on the admission tests may be found in Annex 2.

## **Art. 18**

### **Reserved Positions**

1. Reserved positions can be provided with or without scholarship for the following cases:
  - a) public administration employees, in application of the current legislation in terms of compatibility;
  - b) research fellows;
  - c) holders of apprenticeship contracts for the research doctorate;
  - d) recipients of scholarships financed by the competent Ministry for Foreign Affairs or by bodies in their country of birth, citizenship, residence and domicile;
  - e) citizens of other countries with whom an agreement has been stipulated with the University aimed at admission to the PhD Programme or who benefit from funding provided as part of international training and mobility programmes. In this case, participation in the admission test is not requested as long as the grant funding has been assigned through comparative evaluation procedures.
2. the provision of reserved positions must be approved by the PhD Board.

### **Section III - Activities of the PhD Students**

#### **Art. 19**

#### **Rights and Duties of PhD Students**

1. The PhD Programme requires an exclusive, full-time commitment. The PhD student is guaranteed adequate work space and tools.
2. The PhD Board may authorize the PhD student to carry out paid activities that allow the acquisition of skills in the educational field of the doctorate, after evaluating the compatibility with the carrying out of the training, teaching and research activities of the PhD Programme.
3. The income deriving from paid activities may not exceed the ministerial amount of the PhD scholarship.
4. Each PhD student is ordinarily expected to carry out research and training activities, consistent with the doctoral project, at highly qualified institutions abroad.
5. For the purposes of admission to the following year, by the end of each year of the Programme, the PhD student is required to submit a report on the activity carried out. Based on the opinions of the Supervisors, by the 270th day of the Programme year the PhD Board may request PhD students to submit a draft report electronically; during the evaluation, to be carried out within 30 days following the presentation, the PhD Board may suggest changes and amendments such as to increase the chances of approval of the report at the PhD Board meeting scheduled close to the end of the Programme year.
6. Once the positive evaluation for the continuation of the educational-training path has been obtained from the PhD Board by the end of the Programme year, the PhD student must proceed to enroll in the following year. Enrollment is formalized through the payment of fees for accessing and attending courses in accordance with the University's Tuition and Fees Regulations.
7. The PhD student is required to present the annual activity programme (Annual Programme) within 3 months from the date of the start of activities.
8. For admission to the following Programme year, PhD students must submit the necessary documentation (Annual Report and form of activities to be credited, as indicated on the PhD Programme website) within a deadline of 30 and 45 days from the end of the academic year, in compliance with the communications of the Coordinator. The methods of presentation of the annual activity report consist of a written report (Annual Report, signed by the Supervisor) and an oral presentation in presence (or remotely if there are impediments to attendance) in English.

9. The commission evaluating the oral presentations is made up of teachers from the Department of Agricultural, Forestry and Food Sciences (DISAFA), possibly integrated by external experts, both academic and private, in fewer numbers than the DISAFA teachers.

10. Each PhD student is required to fill in and update his/her profile on the PhD Programme website. Before the final exam, the PhD student must include the summary of the doctoral thesis in his/her profile.

11. In case of withdrawal from the PhD Programme, the PhD student must promptly communicate the decision to the Coordinator, who will inform the University PhD Office.

## **Art. 20**

### **Start and Duration of Programmes**

1. The Programmes have a duration of not less than three years, except as provided for in article 24.

2. The PhD Board may, with a specific resolution, identify the objective requirements on the basis of which it may grant individual PhD students a reduction in the duration of the educational-training path, anticipating the discussion of the final thesis. In any case, this reduction cannot be longer than six months for three-year Programmes and eight months for four-year Programmes.

3. The PhD Board may decide on the following extensions for a maximum period of 12 months:

a) due to the impossibility of presenting the thesis, upon request of the PhD student, for proven reasons and without further financial burdens;

b) for motivated research needs decided by the Board itself, ensuring the corresponding duration of the scholarship and indicating at the same time the title of the University budget to which the amount is to be attributed.

4. The PhD Board may decide upon request of the PhD student:

a) a period of suspension of up to six months, without payment of the scholarship, for proven reasons;

b) a period of parental leave in application of the rules for the protection of parenthood referred to in the decree of the Minister of Labour and Social Security of 12 July 2007, published in the Official Gazette of 23 October 2007, n. 247;

c) a period of suspension for teaching qualification courses.

5. Suspension is foreseen, based on the current legislation, for:

a) compulsory maternity leave;

b) military or civilian service;

c) serious and documented illness which, if it exceeds the period of 30 days, leads to the suspension of the provision of the scholarship;

6. At the end of the suspension periods, the scholarship is paid upon resumption of attendance of the Programme up to the total duration of the scholarship itself.

7. The extension and suspension periods cannot exceed a total duration of 18 months.

8. If a Programme is expected to cease or substantially change its physiognomy, the PhD Board will relocate the PhD students to a Programme of similar subjects, by the last available meeting.

## **Art. 21**

### **Seat of PhD Activities**

1. The PhD student's main place of activity is the Supervisor's department. The PhD student may also work in other suitable structures identified by the PhD Board, without prejudice to the duties and responsibilities of the designated Supervisor.

2. The Director of the Department:

a) communicates to the University administration the doctoral student's affiliation to the Department;

- b) certifies the availability of spaces, equipment and research funds necessary for carrying out the PhD student's activity;
  - c) ensures the fulfillment of legal obligations regarding the prevention and protection from risks and health surveillance, as well as that relating to any accidents at work.
3. The off-site activities foreseen by the PhD Programme and approved by the PhD Board, including those carried out abroad as per art. 22 paragraph 10, must not exceed half of the total duration of the Programme.

Although the reference location for the PhD students' activity is a department of the University of Turin, continuous research activity may be carried out at another suitable external structure, subject to approval by the PhD Board.

For PhD students, a training period abroad (internship) lasting at least 3 consecutive months and up to a maximum of 18 months is envisaged. The PhD student, in agreement with the Supervisor, must communicate to the Coordinator the start of the training period abroad and, if the duration exceeds 6 months, he/she must request an authorization to the PhD Board. The period abroad, if longer than 3 months, may be made up of the sum of several periods, subject to authorization by the Coordinator. Without prejudice to the possibility for all PhD students to carry out a training period abroad, the PhD Board may exempt from this obligation PhD students in apprenticeships, industrial Programmes or those financed by Programmes that require internships at private companies or at public administrations or other structures/locations.

## **Art. 22** **Scholarships**

1. For the purposes of this Regulation, those deriving from ministerial funding are considered ordinary scholarships. In addition to ordinary resources, PhD Programmes may benefit from funding from public and private bodies, as well as departmental funds (additional scholarships).
2. The minimum number of scholarships for the activation of the PhD Programme is established by the current legislation.
3. The resources for the activation of ordinary scholarships are allocated annually by the University according to the procedures established by the institutional bodies.
4. The scholarships are assigned to PhD students following a comparative assessment of merit and according to the order defined in the relevant ranking. In case of equal merit, the assessment of the economic situation prevails, determined pursuant to the decree of the President of the Council of Ministers of 30 April 1997, published in the Official Gazette, n. 116 of 9 June 1997 and subsequent amendments.
5. Doctoral positions without scholarship may be allocated, within the limit of one position out of every three with scholarship.
6. In case of equal merit in the comparative evaluation, the positions without scholarship are assigned to the youngest candidate.
7. The scholarships last one year and are automatically renewed provided that the PhD student has completed the programme of activities planned for the previous year and has obtained admission to the following year.
8. In the event of non-renewal or renouncement by the PhD student, the residual amount of the ordinary scholarship returns to the financing Department (or Departments), which reinvest it for doctoral scholarships. In the case of additional grants, the residual amount returns to the availability of the financing body or follows the process defined by the stipulated agreements.
9. The minimum amount of the scholarship is established by the current legislation.

10. The increase in the scholarship is established at fifty percent, for a total period of not more than twelve months, for carrying out research activities abroad as scheduled in the training plan. This period may be extended up to eighteen months for doctorates in co-supervision, consortium or agreement with foreign subjects. The increase in the scholarship is normally paid every two months following the validation carried out by the Coordinator of the actual completion of the period of stay abroad.

11. The PhD scholarship is subject to the payment of separately managed INPS social security contributions pursuant to article 2, paragraph 26, of law 8 August 1995, n. 335, in the amount of two thirds paid by the administration and one third paid by the scholarship holder. Doctoral students benefit from related protections and rights.

12. The scholarship cannot be cumulated with other scholarships awarded for any reason, except with those granted by national or foreign institutions useful for integrating training and research activities with stays abroad.

13. Anyone who has benefited even partially from a PhD scholarship cannot benefit from it a second time for the same reason. The principles referred to in this paragraph do not apply to recipients of scholarships provided directly by foreign states or beneficiaries of financial support as part of specific international mobility programmes.

14. A scholarship for attending the Programme is incompatible with a specialist training contract pursuant to Legislative Decree. 17 August 1999 n. 368.

15. The scholarship is paid on a monthly basis, with reference to the activities carried out and verified in the previous month. The payment of the scholarship ceases in the case of the scholarship holder who renounces the continuation of the educational-training path or in the event of failure to be admitted to the following year. It is also suspended when the conditions set out in Art. 20 of this Regulation apply. The provision of the scholarship is also interrupted following communication by the Coordinator of any serious non-compliance relating to the obligations to attend and carry out the planned activities.

16. In addition to the scholarship, the PhD student is guaranteed a budget of not less than ten percent of the amount of the scholarship. This budget is also attributed to those who are without a scholarship.

17. For the maintenance of apprenticeship contracts and other forms of financial support, in the Programme years following the first one, the same principles for the maintenance of the scholarships referred to in paragraph 7 are applied.

18. Public administration personnel admitted to a PhD Programme benefit, for the legal duration of the Programme, from the leave provided for by the current legislation. The right to the budget for research activity remains unaffected.

19. The principles referred to in paragraphs 16 and 18 do not apply to scholarship holders from foreign countries, to those who benefit from financial support as part of specific mobility programmes in relation to the provisions of the specific regulation, to PhD students in apprenticeship and incoming co-tutelle beneficiaries.

The reimbursement of accommodation costs during the period abroad is normally included in the 50% increase in the scholarship; if necessary, the SAFA PhD student may provide for the reimbursement of these expenses from the budget for the research activity, in any case for an amount not exceeding 50% of the budget.

The reimbursement of accommodation costs during periods at a private company in Italy is reimbursable from the budget for the research activity, always for an amount not exceeding 50% of the same.

The reimbursement of travel expenses occurs according to the rules contained in the University Mission Regulations.

### **Art. 23 Incompatibility**

1. Enrollment in a Programme is incompatible with simultaneous enrollment in three-year or specialistic Italian university degree courses, master's courses, university specialization schools or other courses, as well as with the enrollment in specialization courses organized by private institutes authorized pursuant to Art. 17, paragraph 96, Law 127/1997.
2. Upon registration for the Programme, the candidate who is enrolled in one of the aforementioned courses must, within fifteen days, regularize his/her position for the purposes of registration, under penalty of forfeiture.
3. Public administration personnel admitted to a PhD Programme benefit, for the normal duration of the Programme, from the leave provided for by the national collective contract for employment or, if employed under public law, from extraordinary leave for study purposes, compatibly with the needs of the administration, pursuant to article 2 of law 13 August 1984, n. 476, with or without grants and unless there is an explicit act of renunciation, only in the case of enrollment for the first time in a PhD Programme, regardless of the disciplinary field.
4. As an integral part of the training project, PhD students may carry out, subject to authorization by the PhD Board and without this entailing any increase in the scholarship, tutoring activities for the students of the three-year and master degree courses, also paid, as well as additional teaching activities, in any case within the maximum limit of forty hours in each academic year.
5. PhD students in the medical area can participate in clinical-assistance activities.
6. The interventions provided for by the Legislative Decree 29 March 2012 n. 68 are extended to PhD students, along with the procedures regulated therein.
7. The PhD Programme requires a full-time commitment. Any work activities must be approved by the PhD Board, after consulting the Supervisor and the PhD Office.

### **Art. 24 Connection between PhD Programmes and Medical Specialization Schools**

1. The joint attendance of the PhD Programme and a medical specialization course is permitted to graduate students in Medicine and Surgery holding specialistic training contracts pursuant to Legislative Decree. 17 August 1999 n. 368, when the following conditions are met:
  - a) compatibility, also in consideration of the distance between the locations, of the activities and commitment required by the specialization school and the PhD Programme, certified by the Council of the medical specialization school and the PhD Board;
  - b) incompatibility between the doctoral scholarship and the emoluments, however named, received in relation to the activities of the specialization school.
2. In cases of joint attendance, the PhD student may apply for a reduction in doctoral activities to the PhD Board, which evaluates its consistency with the research activities. If the application referred to in this paragraph is accepted, the PhD Programme will in any case last not less than two years.

## **Section IV – How to Obtain the Qualification**

## **Art. 25**

### **Presentation of the Doctoral Thesis and Final Exam**

1. By the end of the last year of the course, the PhD student is required to submit a report to the PhD Board on the activities carried out during the last year of the Programme; the positive evaluation of the Board on this activity is a necessary condition for admission to the final exam.

To be admitted to the final exam, PhD students must have acquired at least 180 CFR during the three-year period. Credits may be acquired through theoretical training activities and practical training activities. All courses and training activities for PhD students must be agreed in advance with the Supervisor.

The PhD student must acquire at least 20 CFR of theoretical training through teachings within the PhD Programme and/or delivered externally (other doctoral courses also from other universities, summer schools and courses organized by academies, scientific societies, etc.). Attendance at some courses organized by the SAFA Programme is mandatory, as specified on the doctorate website.

In the case of attendance of courses not included among the compulsory ones organized by the Programme, the presentation of a certificate of attendance or the outcome of a learning assessment, if applicable, is also required.

Courses activated as part of 1st and 2nd level degree and master's courses, as well as those aimed at a non-specialist audience, will not be considered for credit purposes.

The annual presentation of the activities carried out, the oral and poster reports at conferences and workshops, the seminars held by the PhD student, the training period abroad, the publication of the research results in scientific journals contribute to the practical training credits as well as the patents, the teaching assistance activity formally attributed by the department council and the research activity leading to the writing of the doctoral thesis. This research activity is certified by the Supervisor by signing the final report. The list of activities recognized through training credits is shown on the doctorate website. It is the PhD student's responsibility to provide complete, clear and exhaustive documentation of his/her activities.

2. Following a positive evaluation, the PhD Board acquires the opinions of the Supervisors and appoints at least two evaluators for each doctoral thesis. The evaluators cannot belong to the subjects participating in the Programme and must have highly qualified scientific experience; at least one must be a University professor. They may belong to foreign or international institutions.

3. The doctoral thesis is written in Italian or English, or in another language, subject to authorization by the PhD Board, and is accompanied by a summary, written in English together with the report on the activities carried out during the PhD Programme and any publications. It must be sent to the evaluators within the deadline established by the PhD Board.

4. Within thirty days of receiving the thesis, the evaluators express a written analytical opinion, proposing admission to public discussion or postponing the discussion of the thesis for a period not exceeding six months. After this period, the thesis, accompanied by a new written opinion provided by the evaluators, is in any case admitted to discussion.

Admission to the final exam (and the prior presentation of the thesis to external evaluators) is decided by the PhD Board on the basis of the report of the 3rd year of activity (Final Report), countersigned by the Supervisor.

To be admitted to the final exam, the PhD student must have achieved the required number of credits through free and compulsory activities. It is also mandatory to have published a paper with the first

name in ISI/Scopus journals and to provide evidence of the inclusion of the papers published during the Programme in IRIS (a screenshot of IRIS) and of data compilation for AlmaLaurea. The list of mandatory activities is given on the doctoral website.

5. The final exam consists in the public defence, also electronically, of the thesis before a Judging Commission, composed of at least 3 full members and 3 substitutes, proposed by the PhD Board respecting, where possible, gender balance and appointed by rectoral decree. The Commission is made up of at least two thirds of subjects not belonging to the administrative seat of the Programme and of academic origin and not more than one third of members belonging to the subjects participating in the Programme. It is possible to appoint a single Commission for multiple candidates. At the end of the defence, the thesis, with a reasoned collegial judgement, is approved or rejected. The Commission, with a unanimous vote, has the right to award honours in the presence of results of particular scientific importance.
6. The minutes of the Judging Commission must be drawn up as per the facsimile made available by the PhD Office.
7. The Commission is required to complete its work within 90 days from the date of issue of the rectoral decree of appointment. After this deadline, the Commission that has not completed its work lapses and the Rector appoints a new one, excluding the lapsed members.
8. The title of Research Doctor (Dott. Ric./Ph.D.) is issued by the Rector.
9. After obtaining the qualification, the candidate is required to deposit the thesis in the open access institutional archive which guarantees its conservation and public consultation.
10. Within thirty days after the discussion, the University will deposit the thesis as per the procedure regulated by the current legislation.

#### **Art. 26**

#### **Awarding the Title of Honorary Research Doctor**

1. The awarding of the title of honorary Research Doctorate is governed by the relevant University Regulations, issued with Rectoral Decree no. 4925 of 11.19.2019.

### **Section V - Internationalization**

#### **Art. 27**

#### **Co-tutelle Research Doctorates and Other Types of Agreements with Foreign Universities**

1. The School promotes and facilitates international cooperation within the PhD Programmes. To this end, it promotes and stipulates, with other Universities and/or foreign bodies, agreements that define the concrete methods of cooperation and, in particular, the carrying out of theses in co-tutelle and the issuing of joint, double or multiple qualifications.
2. Each co-tutelle programme presupposes the existence of international framework agreements, in addition to the stipulation of the naming agreement for the PhD student. The existence of a framework agreement is a necessary and sufficient condition for the stipulation of a co-tutelle agreement.
3. The methods of implementation of a co-tutelle agreement are regulated in Annex 3 of this Regulation.

## **ANNEX 1**

### **Procedure for Requesting the Establishment of a New Programme**

1. The proposal to establish a new Programme may be presented by University teachers to the Rector, who in the first instance requests the School Council's technical and scientific opinion. The proposal must comply from a scientific and economic sustainability point of view with the requirements identified in the specific forms provided by the PhD Office. Having acquired the opinion of the Council, the School transmits the proposal accompanied by its resolution to the Scientific Research Commission of the Academic Senate for the consequent deliberative processes.
2. The proposal must be submitted by December 31st of the calendar year preceding the one relating to the planned activation; except in cases of use of specific dedicated funds or in the case of Programmes in agreement/consortium with an administrative seat other than the University of Turin.
3. In accordance with the form, the proposal must include information relating to:
  - i) Scientific innovation. The proposal must present the innovative aspects in the scientific-cultural field and the reasons relating to the need to establish a new Programme. The proposal must therefore illustrate the complementarity of the new topic with respect to those of the already active Programmes and the reasons why this topic cannot be included within one or more existing Programmes. In the event that the Council deems that this topic may fall within the disciplinary scope of an existing Programme, the proposal may be modified in the terms of a request for curriculum activation.
  - ii) Sustainability of the PhD Board. The proposal must present a Board composed according to the current legislation.
  - iii) Economic sustainability. The proposal must include a plan of sufficient resources to guarantee at least the completion of a three- or four-year cycle, depending on the expected duration of the Programme. The availability of all resources must be documented through letters of intent and/or agreements.

## **ANNEX 2**

### **Procedure for Carrying out the Entrance Exam**

1. The entrance exam, aimed at ascertaining the candidate's aptitude for scientific research, may be carried out according to one of the following methods:
  - a) evaluation of qualifications, written test and oral interview;
  - b) evaluation of qualifications and oral interview.
2. The Examination Board has 100 points. Before the publication of the notice, the PhD Board of each Programme distributes the points between the tests (evaluation of qualifications, possible written test and oral interview), predetermines the criteria for the attribution of points and establishes any minimum score thresholds for the admission to subsequent tests.

## **ANNEX 3**

### **Regulations for Activating Co-tutelles of Theses**

1. The co-tutelle agreement regulates the methods of implementation of the joint PhD Programme and is stipulated in favour of individual PhD students, subject to approval by the PhD Board in accordance with the following provisions:

- a) the PhD student must request and obtain the approval of the co-tutelle programme from the PhD Board not later than the end of the first year of the course. Beyond this deadline, if there are particular scientific interests, the Board may also authorize the activation of a co-tutelle, which in any case cannot be stipulated in the third year;
- b) Each University signing the agreement designates a thesis Director with the task of following the research activity of the PhD student. The thesis Director is a professor or researcher in service in one of the (two) Universities;
- c) since the PhD student is enrolled in more than one University, the payment of fees is regulated in agreement between the Parties and in any case in compliance with the provisions of the Fees and Contributions Regulations of the University of origin;
- d) the thesis is prepared in alternate, almost equivalent periods, in each of the two institutions involved. The duration of stay in the partner University may vary between six and eighteen months over the three/four years of the educational-training path;
- e) the methods of drafting and defending the thesis are defined in agreement between the partners according to the regulations in force in the (two) Universities signing the agreement;
- f) for the purposes of the final exam, the PhD student must submit the thesis in compliance with the regulations in force in the (two) Universities signing the agreement.
- g) the final exam is taken in a single session in the location identified by the agreement, in front of a mixed Commission;
- h) the Commission for the final exam, appointed by the Rectors of the (two) Universities, is composed of an equal number of experts in the subject, and must include at least four members and their substitutes. The Thesis Directors may, by agreement between the parties, not take part in the final evaluation. The Chair of the commission must draw up an examination report, possibly in English or French and Italian (in the languages declared in the agreement), and have it countersigned by all the members;
- i) if not expressly defined in the co-tutelle agreement, the Commission's mission expenses are borne by the University where the PhD student first enrolled;
- j) at the end of the joint path each of the Institutions undertakes to confer the title of Research Doctor by issuing a title mutually recognized by the (two) Universities signing the agreement.