

**CALL FOR APPLICATIONS FOR ADMISSION TO PHD COURSES
(Cycle XLI – AA.YY. 2025-2028)
Positions with and without scholarships**

Art. 1

Call for application

1. The call for applications for admission in the PhD courses of the XLI cycle (AA.YY. 2025 - 2028) at the University of Macerata is now open. The legal duration of the courses is three years, beginning on November 1st, 2025, and ending on October 31st, 2028.

2. Positions available:

N.	PhD Course	Positions with scholarship	Positions with reserved scholarship	Positions without scholarship
1	LAW AND INNOVATION	4	1	1
2	EDUCATION AND INCLUSION FOR CULTURAL HERITAGE AND TOURISM	3	1	1
3	POLITICS, SOCIETY, TECHNOLOGY	3	1	1
4	QUANTITATIVE METHODS IN ECONOMICS <i>Curricula:</i> <i>QME1 - Computable general equilibrium models and multisectoral analysis</i> <i>QME2 – Mathematical, Statistical and Econometrics methods</i> <i>QME3 - Advanced data analyses</i>	3	1	1
5	HUMANITIES AND TECHNOLOGIES <i>Curricula:</i> <i>UT1 - Digital humanities for Literary and Linguistic Research</i> <i>UT2 - Technology, Transculturation and Vulnerability</i> <i>UT3 - Historical research, knowledge management and ethics in digital change</i>	3	1	1

3. The University complies with the [European Charter for Researchers and Code of Conduct for the Recruitment of Researchers](#).

4. According to [M.D. no. 226 of December 14th, 2021](#), the activation of PhD courses is subject to accreditation by the MUR.

5. The available positions are detailed below:

- positions with scholarship;
- positions with reserved scholarships for **candidates with a foreign qualification/degree**;
- positions without a scholarship.

6. Details and obligations pertaining to the positions available are set out in the individual PhD course descriptions, published on the webpage [Bando borse di Ateneo e posti senza borsa](#), which form an integral part of this call.

7. Any changes, updates or additions to this call for applications will be made known, **exclusively**, with the publication on the webpage [Bando borse di Ateneo e posti senza borsa](#).

Art. 2

Admission requirements

1. Eligible candidates to the present call for applications are graduates holding a Specialist or Master's Degree or Master's Degree (single-cycle) or degree obtained under the laws in force before [Ministerial Decree No. 509 of November 3rd, 1999](#), or a second-level academic qualification awarded by institutions belonging to the AFAM sector (Higher Artistic and Musical Education), or an equivalent non-Italian academic qualification (Master's Degree) obtained from a foreign University.
2. The eligibility of foreign degrees is verified by the Admission Committees **solely** for the purpose of admission to PhD courses, in compliance with the legislation in force in Italy and in the country where the qualification was awarded, as well as with international treaties or agreements on the recognition of qualifications for the pursuit of studies.
3. All candidates will be provisionally admitted to the selection process and will be excluded from the doctorate if, upon verification, it turns out that their qualifications do not meet the requirements for admission to third-level courses.
4. Those who obtain the required qualification, mentioned in paragraph 1, by the date of enrolment in the PhD course, set forth in Art. 6 par. 1 below, may also participate in the competition for admission. In this case, admission to the competition is subject to a reservation and the possible enrolment is regulated by the provisions of the following Art. 6.

Art. 3

Application for Participation

1. Applications shall be submitted, either in Italian or in English language, **solely** online via the following link <https://pica.cineca.it/unimc/dott-2025-ate/> enclosing a copy of a valid identity document clearly showing its expiry date (identity card or passport) and **paying the non-refundable application fee of €15.00, within the telematic procedure, no later than 11.59 p.m. (Italian time) on the thirtieth day following the date of publication of this call in the [Official University Bulletin Board](#).**
2. Possible applications submitted in a different way will not be considered.
3. Applications send without one or more of the following elements:
 - application form, filled out in accordance with Articles 46 and 47 of [Presidential Decree 445 of December 28th, 2000](#);
 - self-certification of degree, referring to in Art. 2 par. 1;
 - identity document (ID card or passport);
 - payment of the non-refundable application fee.

will be **excluded** from the selection process.

4. Application fees will not be reimbursed under any circumstances.

5. Candidates are not allowed to submit multiple applications for the same PhD course. In the event of multiple applications, only the last submission in chronological order will be considered valid.
6. Separate registrations are required for candidates wishing to apply for different PhD courses. They should send separate applications, enclosing all the necessary documentation and paying the non-refundable fee for each application.
7. Candidates intending to apply for a position with a scholarship must not have previously received a scholarship or partial scholarship for a PhD programme. This condition must be self-certified in the application.

8. Candidates who obtained their degree in Italy must provide a self-certification with the list of the examinations undertaken, which is required for the assessment of prior academic studies.

9. Candidates whose degree was obtained abroad must produce copies of Bachelor's degree and Master's degree diplomas, and copies of certifications of examinations taken, with the translations in Italian or English, **for each of the above degrees.**

10. Publications and any other required documents must be submitted exclusively in electronic .pdf format and attached **solely** to the online application.

11. Notwithstanding the provision of Art. 2 par. 4 above concerning the degrees necessary for access, the other qualifications submitted must be obtained before the deadline indicated in this call.

12. When completing the online application procedure, candidates must select one of the topics, as indicated in the individual PhD course descriptions, in order to write a research project hypothesis (max 13,000 characters including spaces).

The selected topic and the submitted research project hypothesis are not binding to the assignment by the Academic Board, following enrolment, of the research topic to be developed during the Phd course.

13. No amendments or additions may be made to the application after it has been submitted. If a previously submitted application needs to be amended, a new application needs to be completed and sent, with all the necessary elements, including the non - refundable fee. This application will replace the previously submitted one.

14. The validity of applications will be assessed by the University administration offices, after the deadline established in paragraph 1 of the present Article. The University reserves the right to order checks on the truthfulness of the statements made in the application. Candidates who made false declarations will be subject to prosecution in accordance to the current legislation. Furthermore, such actions will result in immediate exclusion from the selection process and, if assessed after enrolment, from the PhD course.

15. Further communications concerning this call will be published on the webpage [Bando borse di Ateneo e posti senza borsa](#).

16. The University does not assume any responsibility for any technical problems, internet issues or service interruptions. If a candidate provides an incorrect email address, the University will not be held liable for any failure to communicate with them. Furthermore, the University will not be held responsible for any problems or delays caused by third parties, unexpected events, or unforeseeable circumstances.

Art. 4

Admission Committees

1. Upon designation by the Board of Teachers, the Rector nominates an Admission Committee for each PhD course, formed by tenured university professors and/or researchers. The Admission Committee is chaired by the Coordinator of the PhD course or his/her delegate.

2. The composition of the Admission Committees will be made available publicly after the deadline of the call, on the webpage [Bando borse di Ateneo e posti senza borsa](#).

Art. 5

Selection

1. The admission to the PhD courses takes place passing a selection procedure for qualifications and exams, divided into two phases: Preliminary Evaluation and Interview.

2. The **Preliminary Evaluation** shall award a maximum of **30 points**, distributed according to the following criteria:
- Congruence of the candidate's previous academic background to the selected PhD course (max 10 points);
 - Congruence, quality, and originality of the submitted research project hypothesis in relation to the selected research topic (max 10 points);
 - Suitability of the candidate's scientific profile as demonstrated by the submitted research project hypothesis (max 10 points).

A minimum score of 21 points is required to pass the Preliminary Evaluation.

3. Results of the aforementioned preliminary evaluation will be **exclusively** published on the webpage [Bando borse di Ateneo e posti senza borsa](#). This publication is an official notification for all purposes.
4. Pursuing paragraph 2 of this Article, candidates who have successfully passed the preliminary evaluation are admitted to the **Interview** phase, in order to assess preparation, ability and aptitude for research, skills and previous experience. Knowledge of the declared foreign language(s) will also be ascertained. A maximum of **70 points** will be awarded during the interview phase.
5. Applicants who are admitted to the Interview will be notified through the publication of the examination schedule **exclusively** on the webpage [Bando borse di Ateneo e posti senza borsa](#). The published schedule is an official notification to the interested parties. Admitted candidates must attend the interview, without prior notice, on the defined date and according to the procedures indicated on the webpage [Bando borse di Ateneo e posti senza borsa](#), bringing a valid ID document.
6. Failure to attend the interview is considered as withdrawal from the selection process.
7. **The interviews take place in person**, on the date and location indicated on the webpage [Bando borse di Ateneo e posti senza borsa](#).
8. The interview may be held by videoconference **only and exclusively for candidates resident and domiciled abroad**. This condition must be indicated in the online application form.
9. A **minimum score of 70/100** is required to pass the selection process.
10. The Admission Committees formulate the ranking lists, based on the scores awarded in the two selection phases. In case of equal score, priority will be given to the younger candidate.
11. The selection documents and the ranking list for each PhD course will be approved by Rector's Decree, declaring the successful candidates in the number of places available.
12. The ranking lists will be published **exclusively** on the webpage [Bando borse di Ateneo e posti senza borsa](#). This publication constitutes official notification for all purposes.
13. The individual evaluation assessments issued by the Admission Committee will be made available to each candidate via the application platform, at the end of the selection process (Art. 3, par. 1), in accordance with the [European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers](#).

Art. 6

Enrolment in PhD courses

- The successful candidates, listed in the ranking lists, **must complete their enrolment by August 7th, 2025, under penalty of disqualification**.
- Failure to obtain the admission degree by the deadline established in the previous paragraph implies non-admissibility for the PhD course and inability to proceed with the enrolment.

3. In case of successful placement in the rankings for different PhD courses, the successful candidate will have to express their preference for one course only, by enrolling in the chosen course.
4. Successful candidates who hold a research grant on the start date of the course (November 1st, 2025) may proceed to enroll in the course **only without a scholarship**, or upon formal withdrawal of the same.
5. No further communication will be sent to winners regarding the deadline for enrolment.
6. In order to complete enrolment in the PhD course, selected applicants are required to:
 - a) Login at <http://studenti.unimc.it/Home.do> and submit the enrolment form within the deadline indicated in Art. 2 par. 4;
 - b) Pay the first instalment for the PhD tuition fees and/or contributions ([Piano tasse](#)), within the deadline (Art. 2 par. 4);
 - c) Upload the following documents in the "Career attachments" section:
 - [Declaration of the recipient](#) (*for all scholarship winners*);
 - Copy of ISEEU 2025 certificate or ISEE certificate for PhD 2025 (*for all scholarship winners who wish to benefit from the reduction of the second instalment of tuition fees*)
 - Copy of residence permit or copy of the request receipt for obtaining a residence permit (*only for non-European citizens*)
 - Copy of health insurance policy (private or SSN) (*only for non-Italian citizens*).
7. **The reception of the enrolment form as well as the receipt of payment of the fee and/or contributions** by the University **within the deadline** is necessary in order to confirm the acceptance of the position and enrolment completion. Candidates failing to fulfil these requirements will be subject to exclusion.
8. Fees and/or registration contributions will not be refunded under any circumstances.
9. Candidates who do not register by the deadline indicated in paragraph 1 of this Article will be considered tacitly waived.
10. If a scholarship winner expressly or implicitly waives their entitlement, the scholarship will be awarded to the next successful candidate in the ranking list.
11. In the event of no eligible candidates for the position reserved for applicants holding a foreign qualification/degree, the aforementioned position, along with the benefits of the scholarship, will be assigned without the requirement by following the ranking list.
12. The Administration will notify those concerned of any change in the ranking list and the deadline for taking over via the contact e-mail address indicated in the application.
13. Enrolment in a PhD course is compatible with a simultaneous enrolment in University study courses pursuant to [Law n. 33 of December 4th, 2022](#).

Art. 7

Further fulfilments for candidates with foreign qualifications and visa applicants

1. Winners with admission qualifications obtained in non-EU countries who have not already provided documents for assessing the authenticity and equivalence of the second-level qualification obtained when submitting the application (e.g. Diploma Supplement, Declaration of Value issued by the Italian diplomatic authorities in the country where the qualification was obtained, certificate of authenticity and comparability issued by centres such as ENIC-NARIC), will have to provide these documents during the enrolment phase (online in the "Career Attachments" section) or within two months of the start date of the course.
2. The University reserves the right to request a declaration of authenticity and equivalence for qualifications obtained in EU countries, as well as the provision of the original documentation.

3. Candidates with foreign qualifications who do not present the required documentation at the time of submission of the application or enrolment process will be provisionally enrolled and will be subsequently excluded from the PhD course if they fail to provide the requested documentation, or if, upon verification, they do not meet the requirements of Art. 2. In such cases, the scholarship payments received must be returned.
4. After completing the enrolment, candidates who are required to obtain a visa to stay in Italy must register on the [University portal](#), make a "pre-enrolment application" for the PhD course and follow the procedure indicated therein to issue a visa.
5. Upon their arrival in Italy, candidates are also requested to promptly send the following documents to scuola.dottorato@unimc.it for payment of the scholarship:
 - a) Valid residence permit. Those who do not have a valid residence permit must request it within 8 days of their arrival in Italy by following the procedure indicated here ([Residence permit](#)) and send a copy of the proof of application issued by the Questura (local police);
 - b) Tax code, issued by the Italian Revenue Agency. Those who are not in possession of this code must request it by following the instructions found on the [University webpage](#).
6. The scholarship payment is subordinate to the submission of the tax code, issued by the Italian Revenue Agency.

Art. 8 Scholarships

1. According to [M.D. no. 247 of February 23rd, 2022](#), the yearly gross amount of the scholarships awarded for attending PhD courses is **€16,243.00** for each recipient.
2. Scholarship recipients **must sign up with INPS Separate Management Registration (Gestione Separata)**, pursuant to Art. 2 par. 26 of the [Law n. 335 of August 8th, 1995](#), and Art. 4 of [Law no. 476 of August 13th, 1984](#).
3. PhD students holding a scholarship, who intend to carry out paid activities during the three-year PhD programme, must be authorised by the Board of Teachers. **The gross annual personal taxable income, compatible with the scholarship, should not exceed the amount of the scholarship defined by [M.D. no. 247 of February 23rd, 2022](#).**
4. **Verification of compliance with the aforementioned limit will be applied from the first tax period following the start date of the course. If the income limit provided is exceeded, the scholarship will be suspended and the unduly received monthly payments must be returned to the University.**
5. The scholarship should not be combined with the payment of research grants or with any other scholarships, except those awarded by national or international institutions that support the integration of training and research activities through fellowships involving stays abroad.
6. The assignment of the scholarship is annual and is confirmed, after the admission to the following year, by the Board of Teachers.
7. The amount of the scholarship is increased by 50% for carrying out research activities abroad, authorized by the supervisor, for a total period not exceeding twelve months.
8. The initial two monthly instalments of the scholarship will be disbursed jointly within the current calendar year.
9. The fruition of the scholarship excludes the establishment of a subordinate employment relationship with the University.

Art. 9**Grants for research activities**

1. In order to pursue research activities in Italy and abroad, **each PhD student** is granted an annual budget of no less than 10% of the scholarship amount, pursuant to Art. 9 par. 4 of [M.D. no. 226 of December 14th, 2021](#).
2. PhD students who do not hold a scholarship can benefit from an international mobility grant for the reimbursement of expenses incurred during research activities abroad, for a maximum period of twelve months.

Art. 10**Regional scholarship for the right to University education**

1. Applicants without a scholarship may apply for the allocation of benefits from the Regional Authority for the Right to University Education (Ente Regionale per il Diritto allo Studio Universitario ERDIS), according to the provisions set out in the specific [ERDIS notices](#).

Art. 11**Tuition fees and charges**

1. Fees (Regional Fee for the Right to Higher Education, public liability insurance and stamp duty) and the annual fee (Contributo Onnicomprensivo Annuale, COA) for the attendance of the PhD course are indicated on the webpage [Iscrizioni e tasse](#).
2. The cost of the annual fee (COA) is divided into contribution ranges, depending on the amount of the ISEE-U or PhD ISEE statement, in accordance with the [Teaching and Student regulations](#).
3. According to the [Stability Law of December 11th, 2016](#) par. 262, PhD students who have not been granted any scholarship are exempt from paying enrolment fees. Nevertheless, they are required to pay the Regional Fees for the Right to Higher Education, public liability insurance and stamp duties.
4. A waiver of the annual fee (COA), excluding the premium for civil liability insurance and applicable stamp duty, will be granted to individuals with a certified disability, in accordance with applicable national legislation, with a degree of disability equal to or greater than 66%.
5. Withdrawal after enrolment or disqualification from the course do not entitle the applicant to a refund of the fees and contributions paid.

Art. 11**Personal data processing**

1. In accordance with Art. 13 of [2016/679/UE - GDPR](#), notice is hereby given that the University of Macerata is committed to respecting the confidential nature of the information provided by candidates: all personal data will be processed only for the purposes connected to and instrumental to this call, according to existing laws.
2. The Data Controller of personal data is the University of Macerata, with headquarters in Macerata, via Crescimbeni nn. 30-32, in the person of the Rector as Legal Representative. The Data Controller can be contacted at urp@unimc.it or at the PEC address ateneo@pec.unimc.it.
3. The Data Protection Officer, designed pursuant to Article 37 of [2016/679/UE - GDPR](#), operates in conjunction with the Data Controller. The Data Protection Officer can be contacted at the following email address: dpo@unimc.it.
4. All selection process records are public. By [Law no. 241 of August 7th, 1990](#), whoever has a legally relevant interest is entitled to legally exercise the right to access said records within 60 days of their approval.

Art. 12

Responsible for the present administrative procedure

1. Pursuant to [Law no. 241 of August 7th, 1990](#) and subsequent amendments and integrations, the officer in charge of the present administrative procedure is Giovanna Biagetti - Doctoral School and G. Leopardi School, Via A. Gramsci, 38 – 62100 Macerata (e-mail: scuola.dottorato@unimc.it; PEC: ateneo@pec.unimc.it).

Art. 13

Final Provisions

1. PhD students are required to observe the provisions of the [Code of Ethics of the University of Macerata](#).
2. For all issues not provided in this call for application, please refer to the Regulations containing the procedures for accreditation of centres and PhD courses and criteria for the establishment of PhD courses by accredited institutions ([M.D. No. 226 of December 14th, 2021](#)), as well as to the University Regulation on PhD Programmes ([Rector's Decree No. 81 of March 1st, 2023](#)).
3. In case of discrepancies between the two language versions of the present call for application, the Italian language version prevails.