



via Venezia, 15
35131 Padova
amministrazione.centrale@pec.unipd.it
C.F. 80006480281
P.IVA 00742430283
www.unipd.it

PhD periods abroad and 50% increase of the scholarship

For any period abroad for study or research purposes lasting at least of 20 days for PhD cycles until 37th or at least 15 days for PhD cycles from 38th cycle, all PhD students with a grant should send to the PhD Office the authorization form signed by the coordinator of the PhD course for periods lasting less than 6 months or the authorization from the Academic Board for periods lasting more than 6 months.

In order to start the crediting of the 50% increase a document stating the beginning of the activity abroad is then needed after arrival in the host institution.

You have to provide us a declaration of starting of activity with indication of the actual starting date, signed by the supervisor abroad, drafted on headed paper of the hosting institution:

"I hereby confirm that Ph.D. Student of University of Padova PHD STUDENT NAME AND SURNAME has started his research visiting period at HOST INSTITUTION under my supervision, on STARTING DATE, and he will conclude on ENDING DATE".

The attestation document signed by the supervisor can be sent by email to: phd@unipd.it in .pdf format.

At the end of the entire period (preferably within the end of the month in which the period ends, and anyway within the 5th of the next month) a final declaration must be provided to the PhD Office, signed by the supervisor abroad, confirming the activity carried out, with explicit indication of actual beginning and ending date of the collaboration:

"This is to confirm that Ph.D. Student of University of Padova PHD STUDENT NAME AND SURNAME has carried out his research visiting period at HOST INSTITUTION, under my supervision, from STARTING DATE to ENDING DATE.

During this period PHD STUDENT NAME AND SURNAME has ... (brief description of activities performed and courses, lectures attended by the PhD Students, and short evaluation of the activity carried out)"

All documents must be sent by email in .pdf format.

NOTE that **the 50% increase is calculated for the effective days spent abroad**, so it's important that the dates indicated in the documents should be precise and referred to the effective days spent abroad only.

Moreover, every time you will come back in Italy during the period abroad for festivity or for any reasons must be communicated by email to our office and in the final attestation.