

UNIVERSITY REGULATIONS GOVERNING PhD PROGRAMMES

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UNIVERSITY REGULATIONS GOVERNING PhD PROGRAMMES

TITLE I General principles

Art. 1 - Scope

1. These regulations govern the PhD programmes offered by the University of Padua pursuant to D.M. (Ministerial Decree) 226/2021 and D.M. (Ministerial Decree) 301/2022.

Art. 2 - Aim of PhD programmes

1. The aims of a PhD programme are to promote, organise and manage the activities related to educational projects at the doctoral level, including inter and multidisciplinary ones, thus being a core part of the third-cycle of higher education offered by the University of Padua.
2. A PhD programme, in line with the principles and guidelines shared at the European level, allows students to design and implement research and innovation programmes, to carry out critical analyses and syntheses of ideas and processes, to contribute to the pursuit of the Sustainable Development Goals identified by the United Nations General Assembly, the goals set out in the 2030 Agenda for Sustainable Development and their application in European policies, and to realise the European Research and Higher Education Area, taking into account the relevant Standards and Guidelines to assure quality.
3. A PhD programme provides the necessary skills to carry out highly qualified research activities at universities and public institutions or private entities, including for the purposes of pursuing a career in public administration and supplementing a highly innovative career path.
4. The University undertakes to implement a quality assurance system for the design and management of PhD programmes which complies with the Standards for ensuring quality in the European Higher Education Area (EHEA), in accordance with ANVUR guidelines (*Agenzia Nazionale di Valutazione del Sistema Universitario e della Ricerca* - the Italian National Agency for the Evaluation of Universities and Research Institutes).

TITLE II Establishment, Accreditation and Duration of PhD programmes

Art. 3 - Establishment, accreditation and renewal of PhD programmes

1. The University of Padua's PhD programmes have received prior accreditation from the Italian Ministry of University and Research (hereinafter the "Ministry") pursuant to articles 3 and 5 of D.M. (Ministerial Decree) 226/2021.
2. The Board of Administration announces the resources for the new PhD cycle to be activated each year.
3. The application to establish a PhD programme, together with the approval from the proposing University Departments or Centres, must be sent to the Rector by the date and in the manner established by the University.

4. The Board of Administration, having consulted the Board of PhD Programme Coordinators and the Academic Senate, approves the establishment request; the University then forwards the request to accredit the new programme to the Italian Ministry within the deadline indicated by same Ministry. Accreditation is valid for five years.
5. If the PhD programme comprises several curricula, there must be at least six members of the Academic Board in each curriculum.
6. Following accreditation by the Ministry, the PhD programme is established with a decree by the Rector.
7. Those PhD programmes which have already been accredited are renewed with a decree by the Rector following approval from the Board of Administration, having consulted the Academic Senate, subject to the annual verification of the permanence of the requirements referred to in article 4 of D.M. (Ministerial Decree) 226/2021 by ANVUR, including on the basis of the report by the University's Assessment Board.
8. Those applicants selected for admission to a PhD programme will only be able to enrol once a check has been done confirming the permanence of the aforementioned requirements.

Art. 4 - Financial Resources

PhD programmes arrange for:

- a) adequate resources of divisions and services, made available by the proposing University Departments and Centres at the time of establishment;
- b) any scholarships from the University budget;
- c) any grants financed by public or private bodies;
- d) any grants financed by University Departments or Centres with their own funds;
- e) any apprenticeship contracts;
- f) any other forms of financing for an amount at least equivalent to the scholarship/grant and for a duration at least equal to the PhD programme's duration.

Art. 5 - PhD Schools

1. Several PhD programmes may establish a PhD School, pursuant to art. 6, paragraph 7 of D.M. (Ministerial Decree) 226/2021.
2. PhD Schools coordinate programmes and manage common activities.

Art. 6 - Associate PhD

1. The University may sign agreements and/or establish consortia in time to ensure the submission applying for ministerial accreditation, with the following entities:
 - a) other Italian or non-Italian universities, with the possibility of awarding a multiple or joint final qualification;
 - b) public or private research institutions, Italian or otherwise, meeting high cultural and scientific qualification requirements and having appropriate scientific divisions and equipment;
 - c) accredited institutions of higher artistic, musical and choreutic education, with the possibility of awarding a multiple or joint final qualification;
 - d) companies, including non-Italian ones, carrying out qualified research and development;
 - e) public administrations, cultural institutions and research organisations of European or international significance, to carry out specific research and development or innovation programmes.
2. If the University establishes an associate PhD programme, the relations between the participants are defined by means of a specific agreement, in compliance with the regulations in effect.
3. Pursuant to article 45 of D.lgs. (Legislative Decree) no. 81 of 15 June 2015 and Legge (Law) no. 240 of 30 December 2010, as amended and supplemented, a higher education course can be taken under an apprenticeship arrangement in order to obtain a PhD and to be simultaneously employed, with an apprenticeship contract, by a company or by an external entity. Those selected are admitted to the PhD programme as supernumeraries and hired by the company with an apprenticeship contract of the same duration as the study programme.
4. Pursuant to article 10 of D.M. (Ministerial Decree) 226/2021, the University may arrange industrial PhD programmes with companies that carry out research and development activities. Calls for admission to industrial PhD programmes can:

- indicate specific requirements for carrying out research activities, such as interdisciplinarity, membership of international networks and intersectorality, with particular reference to the business sector;
- allocate a portion of the available places to employees of companies or contracted organisations engaged in highly qualified activities, who are admitted to the PhD programme after having successfully completed the relevant selection process.

6. The University encourages the activation of PhD programmes of national interest that must comply with the requirements specified in article 11 of D.M. (Ministerial Decree) 226/2021.

TITLE III **Programme bodies**

Art. 7 - Programme bodies

Each PhD programme has its:

- a) Coordinator;
- b) Academic Board;
- c) Executive Board, if established.

Art. 8 - The PhD Programme Coordinator

1. The Academic Board elects a Coordinator from amongst its members. This person must be a full-time, first-level professor or, in the event of justified unavailability of the same, a full-time, second-level professor who meets the requirements laid out in D.M. (Ministerial Decree) 226/2021. The function of Coordinator can be exercised in only one Board at the national level. The Coordinator must be part of the University of Padua or, in the case of inter-university PhD programmes, one of the partner universities.

2. The election is called, given adequate notice, by the Dean of the same Academic Board selected from the members of the University of Padua. Voting is by secret ballot. For the vote to pass, an absolute majority of those with voting rights is required in the first ballot; a majority of at least one third is required in the second ballot. In the event that no one is elected, a run-off election is held between the two candidates who received the highest number of votes in the last ballot; in the event of a tie, the longest-serving candidate shall be elected and, in the event of equal seniority, the youngest candidate shall be elected. The candidate with the absolute majority of votes shall be elected.

The PhD Programme Coordinator is appointed with a decree by the Rector. The term in office shall last three years from the date of appointment, with the possibility of re-election for no more than one further consecutive term. In the event that the person leaves office early, regardless of the reason, fresh elections shall be held within two months. In the period between the end of the term of office and the new PhD Programme Coordinator being appointed by the Rector, the Coordinator's duties will be fulfilled by the Deputy PhD Programme Coordinator, as referred to in article 9, paragraph 2.

Upon the expiry of the three-year term, the PhD Programme Coordinator shall remain in office until a new Coordinator is appointed, which shall be within two months.

3. Upon appointment, the PhD Programme Coordinator takes over the management of the activities relating to any pre-existing and not yet completed PhD cycles of the same programme.

4. The positions of PhD Programme Coordinator and Deputy PhD Programme Coordinator are not compatible with the position of Rector, Director of the Department or Centre, Scientific Area Coordinator, Chairperson of the University School, and, for each position, the delegated functions.

Art. 9 - The PhD Programme Coordinator's role

1. The Coordinator represents the PhD programme and is responsible for the activities of the programme itself and convenes and chairs the Academic Board.

2. The Coordinator appoints a Deputy PhD Programme Coordinator, from among the professors on the Academic Board, to replace the PhD Programme Coordinator in the event that he/she is absent or unable to fulfil his/her duties.

Art. 10 - The Academic Board

1. The Academic Board is to be composed of at least twelve members, who belong to those scientific fields which are consistent with the programme's educational objectives, taking gender balance into account where possible. At least half of the Board is to be made up of tenured university professors of the first or second level, and the remainder is to be made up of permanent or RTDb researchers at universities or public research bodies, or, in the case of associated PhD programmes with public research bodies, also researchers belonging to the roles of research managers, researchers or leading researchers at the bodies themselves, without prejudice to the minimum proportion of professors. Researchers on the Academic Board must hold a scientific qualification meeting the necessary requirements laid down by the regulations in effect for access to the functions of second-level professors and professors with a scientific qualification meeting the necessary requirements laid down for access to the functions of the role to which they belong. Experts not belonging to any university or public research body but possessing high and proven scientific or professional qualifications in research fields which are consistent with the PhD programme's educational objectives may be members of the Academic Board, up to a maximum of one third of its overall composition. Members of boards at non-Italian universities or research institutions must meet, at least, the minimum requirements set out in the regulations in effect for access to the functions of a second-level professor.

Members of the Academic Board can participate in only one Board at the national level. Participating in another Board is possible provided that it relates to an associate PhD programme, pursuant to article 3, paragraph 2 of D.M. (Ministerial Decree) 226/21, to industrial PhD programmes pursuant to article 10, and PhD programmes of national interest pursuant to article 11.

The participation of professors and researchers from universities and public research organisations in an Academic Board for a PhD programme activated by an entity other than their own is subject to the entity to which they belong providing authorisation.

2. A representation of PhD students, equal to 15%, rounded up, of the overall number of Board members, participates in Board meetings with voting rights only when teaching and organisational issues are discussed. This representation is elected annually.

3. In the event of a new institution, the Board is proposed as per the procedure for Requesting a New PhD Programme.

4. In the renewal phase, the Academic Board decides, by the absolute majority of those with voting rights, on any changes or supplements to the membership of the Board itself which may be deemed necessary. Following each new accreditation, approval from the relevant administrative Department or Centre is required. Changes to the composition of the Academic Board must comply with the requirements laid down in art. 5 of D.M. (Ministerial Decree) 226/2021.

5. Starting from the beginning of the academic year, the Academic Board takes charge of any pre-existing and not yet completed PhD cycles of the same programme.

Art. 11 - The Academic Board's role

1. The Academic Board plans the PhD programme's teaching and research activities.

2. The Academic Board also:

a) assigns each PhD student the educational programme and selects a Supervisor and one or more co-supervisors; the Supervisor must be selected within 4 months of the start of the programme, whilst the co-supervisor(s) can be identified within a maximum of 16 months of the start of a programme;

b) sets the procedures for the admission examination;

c) in the event that there are several curricula, decides to draw up separate final rankings for each of them and then allocates the scholarships amongst the different curricula;

d) submits to the Rector, with justified resolution and having discussed the matter with the relevant Supervisor, the exclusion of PhD students from the programme, in those cases provided for by art. 24;

e) sets, upon request, the potential acceptance of the request to reduce the duration of the programme for specialization students following an assessment of the research already done by the person concerned and verified by the Board of the School of Specialisation;

f) establishes the procedures and deadlines for checking both the activities carried out and the achievements obtained by PhD students, and submits the admission reports for the following year for PhD students to the relevant Office, within 15 days before the end of the academic year;

- g) approves the names of two examiners for each PhD thesis and expresses an opinion on the research activities carried out before the end of the programme's last year;
- h) makes a proposal to the Rector regarding the membership of the Examination Boards, which are entrusted with admissions to the programme and with the final examination to award the qualification;
- i) authorises, following a request from a PhD student, and subject to the favourable opinion from his/her Supervisor(s), any activities done by the PhD student other than the educational and research ones (e.g. working activities, teaching activities, health care activities);
- j) authorises, following a request from a PhD student, and having discussed the matter with his/her Supervisor(s), any off-campus stays for periods cumulatively exceeding six months;
- k) approves requests to allow incoming and outgoing co-tutorship (cotutelle) agreements;
- l) grants, following a request received from a PhD student, for demonstrable reasons which prevent the submission of his/her PhD thesis by the deadline within the duration of the programme, an extension of a maximum duration of twelve months, without any further financial charges;
- m) gives an opinion on the request for an extension to the duration of the PhD programme for a period of up to twelve months for justified and exceptional scientific needs, ensuring, in such a situation, if available, the corresponding extension of the duration of the scholarship with funds to be borne by the Supervisor or the administrative Department/Centre of the PhD programme; the Board shall express an opinion on such a request;
- n) authorises the suspension from the programme for serious, duly documented reasons, for a maximum duration of six months and taking into account that the extension periods referred to in points l), m) and n) may not exceed a total of eighteen months, without prejudice to specific cases provided for by law;
- o) produces an annual report on the progress of the PhD programme at the relevant administrative Department or Centre.

3. The Academic Board's meetings are valid when the absolute majority of its members is present, either in person or remotely, excluding those members who have been excused. Decisions are passed by majority vote of the participants with voting rights. In the event of a tie, the Coordinator's vote shall prevail. Meeting minutes must be drawn up and forwarded, duly signed, to the competent Offices within thirty working days from the date of the Board's meeting.

4. In order to better coordinate educational activities and for a more efficient organisation of activities, the Academic Board, considering the specific needs of the programme, may establish internal committees or identify people with specific, well-defined tasks.

Art. 12 - The Executive Board

1. The Board may establish an Executive Board, consisting of at least five members from the Academic Board, including the Coordinator, the Deputy Coordinator, one representative from each curriculum, and one representative from each proposing Department or Centre. The number of additional members may be increased to a maximum total composition of 20% of the total number of members on the Board.

The composition of the Executive Boards for associate PhD programmes is subject to the relevant agreement.

2. If established, the Executive Board shall take over all the tasks referred to in letters f) to k) of article 11, paragraph 2 of these regulations.

3. The Executive Board may also meet remotely.

4. The representatives of the PhD students on the Academic Board appoint two representatives from among the Board's members to participate in Executive Board meetings only when teaching and organisational issues concerning the PhD programme are discussed.

Art. 13 - The Supervisor

1. The Academic Board assigns a research topic, a Supervisor and one or more co-supervisors to each PhD student, under whose supervision the educational and research project will progress. At least one of the Supervisors and co-supervisors must have an academic background and must meet the requirements for members of the same academic board. For specific educational and research reasons, the Academic Board may select both a Supervisor and a co-supervisor from outside the Board and, should this be the case, may appoint a Board member to assist them.

2. The Supervisor:

- notifies the Academic Board of the PhD student's progress on an annual basis, expressing an opinion on the PhD student's move to the next year of the programme and on admission to the evaluation of the thesis for the purpose of obtaining the qualification;
 - reports any critical situations immediately to the Coordinator who, if necessary, will inform the Academic Board;
 - monitors the sufficient availability of funds and equipment to carry out the research project proposed to the PhD student.
3. Replacing the Supervisor and any co-supervisor must be properly evaluated and approved by the Academic Board.

TITLE IV ***Internationalisation***

Art. 14 - Internationalisation of the PhD

1. The University promotes internationalisation through international cooperation and through participation in international and European programmes; it promotes and supports international mobility; it promotes the participation by PhD students in international educational and research projects, including through awarding double or joint qualifications, on the basis of specific agreements.
2. The call for applications to PhD programmes may have a set number of places reserved for graduates from non-Italian universities.
3. These applicants are admitted as supernumeraries, subject to the approval from the Academic Board of the PhD programme, which verifies the consistency of the research topic with the scientific-disciplinary themes explored in the programme and assesses the suitability of admission of holders of research training grants of projects promoting international mobility.
4. Scholarship holders from outside Italy or from specific international mobility programmes are also admitted, subject to an evaluation by a specific Committee, in accordance with the procedures laid down by the academic bodies.

Art. 15 - Co-tutorship

1. In order to promote and facilitate international cooperation in the field of PhD studies, the University signs agreements with other universities and institutions which define how to pursue a co-tutored programme.
2. The co-tutorship agreement requires alternating the research period between the University of Padua and the partner university when preparing the thesis, written under the supervision of two thesis supervisors, one from each university, and a PhD being awarded by both institutions involved.
3. The ways of activating, carrying out the educational and research activities, and the requirements for awarding a qualification are governed by a special agreement signed by the Rector and are laid out in the University Guidelines.

TITLE V ***Access and admission to PhD programmes***

Art. 16 - Programme duration and admission requirements

1. The duration of a PhD programme cannot be less than three years, without prejudice to art. 7 of D.M. (Ministerial Decree) 226/2021.
2. Admission to a PhD programme is subject to a public selection process for each programme.
3. Regardless of citizenship, applicants holding a "laurea specialistica/magistrale", or a degree awarded under the former Italian system, or a similar academic qualification obtained outside Italy and recognised as being equivalent to the aforementioned Italian academic qualification, may apply for admission to the PhD programme selection process. The Selection Committee assesses the suitability of the qualification obtained outside Italy for access to the PhD programme, pursuant to the relevant legislation in effect both in Italy and/or in the country where the qualification was awarded and in accordance with the international treaties and agreements regarding the recognition of qualifications for access to further studies. The academic qualification

required for access must permit access to a PhD programme in the country in which it was obtained. In any case, applicants must have been awarded the qualification by the date set in the call for applications.

4. Applicants holding an academic qualification obtained outside Italy and who do not provide the requested documents upon enrolment are enrolled conditionally. They will be excluded from the PhD programme and required to refund any scholarship amounts unduly received, if:

- a) they fail to provide the requested documents within six months of the start date of the programme, except for justified reasons;
- b) following verifications, the qualification provided fails to fulfil the admission requirements referred to in paragraph 3.

Art. 17 - Call for applications for admission to a PhD programme

The call for applications, prepared in Italian and English, is issued with a decree by the Rector in compliance with art. 8 of D.M. (Ministerial Decree) 226/2021. It must be disseminated widely and, in any case, published on the University's website, the Euraxess website and the Ministry's website.

Art. 18 - Admission requirements and application

1. Applicants must apply for admission to the PhD programme selection process in compliance with the procedures and deadlines laid out in the call for applications. If admission to a PhD programme is subject to separate rankings for each curriculum, applicants can apply for one curriculum only.

2. Admission to a PhD programme is done by a Committee, proposed by the Academic Board and appointed with a decree by the Rector. This Committee assesses the merits of each application and consists of three standing members and the same number of substitute members selected from among professors and researchers in the related fields or subject areas, or even from other Universities, both in Italy and abroad. In the event of a PhD programme made up of more than one curriculum, the Committee may be expanded to include two additional expert professors (and the related substitutes) for each curriculum. No more than two experts, including non-Italian ones, selected from among public and private organisations who carry out research activities, may be added to the Committee.

In the case of scholarships linked to specific research topics, the Committee is authorised to call on experts, without voting rights, to express a technical opinion.

3. The admission procedure is established by the Academic Board which, in any case, can select one of the following by way of admission examination:

- a) Qualifications and oral examination
- b) Qualifications, written examination, oral examination

The Academic Board can also set separate or additional examinations to award types of funding other than scholarships, or grants linked to specific research topics or curricula.

4. An applicant's aptitude for scientific research is assessed in accordance with the procedures and the dates and locations specified in the information sheets for each PhD programme.

The Committee may use IT tools for examinations in the cases and in accordance with the procedures provided for in the call for applications.

5. The examinations may be carried out in any one of the languages specified in the call for applications.

6. If, in the call for applications, some places have been reserved for graduates from non-Italian Universities, the admissions procedure and criteria may differ, without prejudice to the need to draw up separate ranking lists.

7. The admissions procedure for a PhD programme established under international inter-university cooperation agreements is set out in the agreement itself.

Art. 19 - Ranking list

1. At the end of the selection process, on the basis of the comparative evaluation of merit of the applications, a single ranking list of applicants admitted to the PhD programmes is drawn up by each Committee. If admission is subject to separate rankings for each curriculum, the Committee will draw up one ranking list for each curriculum. Specific ranking lists are also drawn up by the Committee for admissions of graduates from non-Italian universities, if any places are reserved for them. In the event that there are places with scholarships or

funding linked to specific research topics, an applicant's eligibility for doing such research is also considered during the selection process. Ranking lists are made public online.

2. The Committees draw up the provisional general ranking lists on the basis of the score obtained in each admission examination.

3. The Rector, with a suitable decree, approves the selection results, approves the general ranking lists for PhD programmes and approves the closing dates for enrolment.

4. The selection results are made public and access to them is granted as per the procedures established in Italian Law 241/1990. The Rector may postpone access to the selection results until the end of the selection process.

Art. 20 - Application for enrolment

1. Applicants awarded a place must apply for enrolment in the PhD programme following the procedures and by the deadlines set forth by the Rector's Decree approving the ranking list.

2. Places and scholarships shall be awarded on the basis of the ranking list and in compliance with the call for applications.

3. Places and scholarships which have been reserved, as per art. 18, paragraph six, but not assigned at the end of the enrolment period may, where this is possible based on the funding type and rules, be assigned to suitable applicants in the general ranking list for admission to the programme.

5. Any places that become vacant within one month of the start of the programme's first year due to someone withdrawing will be allocated to the next person in the ranking list.

4. If the Committee has drawn up a ranking list for each curriculum, applicants are admitted to each curriculum until all the places available for that curriculum are covered. If the number of applicants admitted to a curriculum is lower than the number of places available with scholarship or if some places/scholarships remain available after the closing date for enrolment, the vacant places/scholarships may be awarded to candidates who compete on other curricula, in compliance with the procedures laid down in the call for applications. The same procedure applies to the cases referred to in paragraph three.

TITLE VI

Career, Rights and Duties of PhD students

Art. 21 - Tuition fees and scholarships

1. With a decree by the Rector, and following a decision by the relevant University bodies, the following will be announced on an annual basis:

a) the amount of the tuition fees to access and attend the PhD programmes, also taking account of the existing legislation on the right to education;

b) the number of scholarships allocated to each PhD programme, the related amount and the disbursement methods.

2. The number of scholarships available for each PhD programme may increase as a result of external funding.

3. A scholarship cannot be combined with any other scholarship regardless of the type, except for those awarded by national or non-Italian institutions to supplement the research activities of PhD students with studies abroad.

4. Scholarships are effective from the start date of the PhD programme or from the first day of attendance, should this be different. Scholarships are paid on a monthly basis in arrears. A 50% increase in the scholarship amount is granted for stays abroad which are no shorter than 15 days. This increase cannot be paid for more than 12 months; in the case of a cotutelle or associate PhD programmes with non-Italian institutions, this amount cannot be paid for more than 18 months.

5. Students who have already received a scholarship for a PhD programme in Italy cannot apply for a second one.

6. Scholarships last for an overall duration of at least three years and are renewed, annually, subject to checks by the Academic Board on the activities carried out and the PhD student's admission to the following year of the programme.

7. Limited to university scholarships, if the scholarship is not renewed, or if the PhD student renounces it, the unused scholarship amount is reinvested by the University to fund PhD studies.

8. Pursuant to art. 9, paragraph 4 of D.M. (Ministerial Decree) 226/2021, each PhD student is guaranteed a budget for his/her research activities in Italy and abroad for an amount not less than 10% of the amount of the scholarship.

This budget does not apply to scholarship holders from outside Italy nor to beneficiaries of financial support under specific mobility programmes, in compliance with the relevant regulations.

Art. 22 - Rights and obligations of PhD students

1. The qualification of being a PhD student is obtained following enrolment in a PhD programme. This qualification runs from the start date of the programme until the PhD is awarded, or until loss of status, exclusion or withdrawal from the programme. The incompatibilities pursuant to these regulations and existing legislation will no longer apply after the end of the legal duration of the programme.

2. Admission to a PhD programme entails an exclusive, full-time commitment, in accordance with the methods laid out by the Academic Board without prejudice to art. 10, paragraph 2, letter b) and art. 12, paragraph 4 of D.M. (Ministerial Decree) 226/2021.

3. PhD students, as part of their educational programme, will carry out activities aimed at ascertaining both the achievements of the research carried out and their abilities to present them, according to the procedures established by the Academic Board.

4. Each PhD student is ordinarily expected to carry out research and educational activities, consistent with the PhD project, at highly qualified institutions abroad.

5. PhD students are required to submit a written report of their research activities and the related achievements by the deadline set by the Academic Board. The report must include any participation in seminars, conferences or other scientific events and any scientific publications. A positive assessment by the Academic Board results in the PhD student being admitted to the following year.

6. PhD students can spend a period outside the administrative location of their PhD programme or the partner or consortium location. As a rule, such periods cannot exceed half of the actual duration of the PhD programme. Periods spent outside the aforementioned location equal to or cumulatively equal to six months are subject to authorisation by the PhD Programme Coordinator; longer periods need to be approved by the Academic Board.

7. Subject to the Academic Board's authorisation, PhD students are allowed to carry out tutoring activities, even paid ones, to students studying for a Bachelor's or a Master's degree. These tutoring activities can amount to a maximum of forty hours per academic year within the maximum limits set forth by D.M. (Ministerial Decree) 226/2021, supplementary teaching activities in accordance with the methods established by the University bodies.

8. Subject to the Academic Board's authorisation, PhD students may perform paid activities that enable them to acquire skills relating to their PhD area, subject to an assessment of whether such activities are compatible with the fruitful pursuit of the educational, teaching and research activities envisaged by the PhD programme.

9. For demonstrable reasons which prevent a PhD thesis from being submitted by the deadline within the duration of the course, a PhD student may apply for an extension of a maximum duration of twelve months from the Academic Board, at no further financial cost to the University. The PhD student may also request an extension for a period of up to twelve months for justified and exceptional scientific needs with a corresponding extension of the duration of the scholarship, if available, with funds to be borne by the Supervisor or the administrative Department/Centre of the PhD programme; the Junta of the PhD Programme Coordinators Board shall express an opinion on such a request.

10. Following enrolment, PhD students must activate their institutional mailbox to send and receive institutional messages. Administrative measures concerning PhD students are communicated to their expressly elected special digital address.

11. PhD students are required to access the university catalogue of publications and enter data on their scientific publications, if any.

12. Upon completing the PhD programme, PhD students are required to complete the online assessment questionnaire concerning the programme they attended.

13. Enrolment in years subsequent to the first is subject to paying the tuition fees. Payment serves as an enrolment application and must be made by the deadline set by the relevant University bodies.

14. PhD students are required to be familiar with these regulations, the Research Integrity Code and the other regulations published on the University website.

15. Reference should be made to all the regulations, including those internal to the University, which refer to PhD students and, in particular, as regards disciplinary matters, to the provisions contained in articles 28, 29 and 30 of the Student Career Regulations. The Committee in charge of disciplinary proceedings against students enrolled in PhD research programmes run by the University, as provided for under article 29, paragraph 2 of the aforementioned regulation, may consult the Coordinator of the Board of PhD Programme Coordinators if it deems a technical opinion to be necessary.

Art. 23 - Alias Career

The University guarantees that PhD students undergoing gender transition can live in a serene study environment, attentive to the protection of privacy and the dignity of the individual, in which interpersonal relations are marked by fairness, mutual respect for freedom and the inviolability of the person.

To access the Alias Career, refer to the procedures set out in the University guidelines.

Art. 24 - Reasons for exclusion and loss of PhD student status

1. With a justified reason, the Academic Board, having consulted the Supervisor and the PhD student, may propose that the Rector excludes the PhD student from the programme, including during the academic year, in the following cases:

- a) unauthorised work activities;
- b) extended unjustified absences;
- c) negative assessment by the Academic Board.

2. PhD students lose their status, and their academic career will be terminated automatically, in the following cases:

- a) failure to submit the report referred to in art. 22, paragraph 4 and art. 31, paragraph 4 by the deadlines and according to the procedures established by the Academic Board, detailed in its notification within 6 months of the start of the new year of the programme;
- b) failure to register for the final examination and failure to submit their thesis, in digital form, and the final report on the activities carried out in the three-year/four-year period, by the deadlines and according to the procedures established by the competent Office and published on the University website, without prejudice to documented reasons;
- c) failure to sit the final examination by the end of the last available session.

Art. 25 - Suspension from a PhD programme

1. Suspension from a PhD programme can be granted as a result of:

- a) civil service;
- b) documented illness;
- c) other, duly documented reasons.

The maximum duration of each suspension referred to in point c) of this paragraph is six months and must be authorised by the Academic Board. In any case, the extension and suspension periods may not exceed a total of 18 months, except in those specific cases provided for by law.

2. The provisions protecting maternity, pursuant to the decree by Italian Ministry of Labour and Social Security dated 12 July 2007 and published in the Italian Official Gazette no. 247 of 23 October 2007, apply to female PhD students. Without prejudice to the application of the rules protecting parenthood set out in D.M. (Ministerial Decree) 247/2007, PhD students on leave retain the right to their scholarship. At the end of the suspension period, the scholarship is paid upon the resumption of the programme up to the total duration of the scholarship.

3. In the event of maternity, attending the PhD programme activities will be suspended compulsorily starting from two months before the estimated due date and for the following three months. Subject to authorisation from a medical specialist working for the National Health Service and a competent doctor, this suspension may run from one month before the expected due date and for the following four months, or for the five months following childbirth.

4. At the end of this obligatory maternity leave, PhD students may request an additional suspension period of up to six months. Such a suspension may be granted to fathers/male PhD students, as an alternative to mothers.

5. At the end of the suspension period, PhD students shall resume the programme and submit a resumption statement, signed by the PhD Programme Coordinator, to the relevant Office. Suspensions of up to thirty days can be recovered in progress. Suspension periods exceeding thirty days entail the PhD programme duration being deferred to cover the entire suspension period granted.

6. Admission to the following year of the PhD programme or the thesis being assessed by examiners, in the case of PhD students enrolled in the last year, can only be done once the suspension period has been fully recovered.

7. Scholarship payments will be deferred for suspension periods longer than thirty days.

Payments will be disbursed during the suspension recovery period.

Art. 26 - PhD programmes and Medical Specialisation Schools

1. Students in Medical Specialisation Schools, if selected, can enrol in a PhD programme as long as the following conditions are met:

a) compatibility, including in consideration of the distance between locations, of the activities and the commitment envisaged by the specialisation school and by the PhD programme, as certified by the board of the medical specialisation school and the PhD Board;

b) incompatibility between the PhD scholarship and emoluments, however denominated, received in connection with the specialisation school's activities.

2. In the cases of joint attendance referred to in this article, the application to reduce the PhD activities is accepted by the PhD programme's Academic Board, subject to a positive assessment of how consistent the research activities (already carried out in the medical specialisation course) are with the PhD programme. In order for the application referred to in this paragraph to be accepted, the board of the specialisation school must also assess the compatibility of the PhD programme with the specialisation school's educational objectives. If the application referred to in this paragraph is accepted, the PhD programme will, in any event, last no less than two years.

Art. 27 - Withdrawal

1. PhD students can withdraw from the programme at any time by submitting the relevant irrevocable and unconditional request.

2. Students withdrawing from the programme are no longer subject to pay the tuition fees, including those accrued, to the University of Padua. Withdrawing from a PhD programme does not entitle the PhD student to a refund of the tuition fees already paid.

Article 28 - Intellectual Property and confidentiality

Ownership of the industrial and intellectual property rights arising from a PhD student's research activities is regulated in accordance with the Patent Regulations of the University of Padua and on the basis of the agreements signed by the University.

Art. 29 - Transfers

Under no circumstances whatsoever may a student registered on a PhD programme transfer from or to another university, Italian or otherwise.

Art. 30 - Visiting PhDs

1. PhD students from another university (Italian or otherwise), who spend a period of research lasting longer than one month at the University of Padua, and who are not covered by any specific agreement, will, at the request of a University professor, be granted the status of Visiting PhD.

2. Visiting PhD students are not enrolled in a PhD programme at the University of Padua and the University will not award them a PhD.

3. They will be given an ID card to access general research support services provided by the University, including access to library services, the internet and computer rooms.

TITLE VII

Obtaining the qualification

Art. 31 - Thesis assessment and admission to the final examination

1. The results of the research activities must be presented in a final thesis highlighting its originality and scientific relevance.
2. The thesis can be written in either Italian or English, or in another language subject to the Academic Board's prior approval. The thesis is to include an abstract which must be in English.
3. Two external examiners, at least one of whom is a university lecturer, will give an opinion on the thesis within 30 days of receipt. The following can be an examiner:
 - professors from outside the University and outside partner Universities awarding the qualification;
 - highly qualified experts from public or private research institutes which are not a partner in the PhD programme;
 - highly qualified experts from public or private partner research institutes, limited to those locations not covered by the partnership agreement.Examiners cannot be members of the PhD programme's Academic Board.
4. Within 15 days before the end date of the PhD programme, the Academic Board assesses the overall PhD programme as described in the PhD student's report and expresses an opinion on whether to admit the thesis for assessment by the examiners.
5. The following are made available to examiners in digital form via a special IT platform:
 - a) the thesis;
 - b) the Academic Board's opinion;
 - c) the PhD student's report on the activities carried out during the PhD programme and any scientific papers they published.
6. To comply with art. 8 of D.M. Ministerial Decree) 226/2021, the relevant University Office will collect the opinions from the two external examiners who can propose either that the thesis be admitted to a public discussion or, if significant additions or amendments are needed, that the public discussion of the thesis be deferred for a period of time not exceeding six months. The aforementioned Office also activates the subsequent evaluation by an Examination Committee, without prejudice to the opportunity provided to PhD students to revise their PhD thesis in the event of a deferral proposed by the examiners.
7. The final examination consists of the PhD thesis being discussed before the Committee referred to in art. 33.
8. Any deferral by the examiners or the extension as per article 22, paragraph 8 of these regulations, will not entitle the PhD student to the scholarship or entail any economic burden for the University of Padua; any insurance obligations shall be borne by the PhD student concerned.

Art. 32 - Committees

1. The Examination Committee is appointed with a decree by the Rector following a proposal by the Academic Board.
2. The Academic Board, if it deems it necessary, may propose more than one Committee, considering the different educational and research paths taken by students. As a rule, no more than one Committee per curriculum, activated for the cycle which is about to end, can be appointed.
3. Committee members must justify the reason for resigning from a Committee.
4. The Examination Committee will conclude all the assessments by the end of the session for which it is appointed. Should the Board fail to fulfil its tasks by the aforementioned deadline, it will be considered no longer in office and a new Board will be appointed with a decree by the Rector.
5. The Examination Committee for the final examination will be composed of a minimum of three and a maximum of five standing members and an equal number of substitutes, respecting, where possible, gender balance. At least two thirds of the Committee is to be composed of members from outside the programme's administrative location and no more than one third from members participating in the associate PhD programme. In any case, at least two thirds of the Committee is to be composed of members from an academic background. The supervisors and co-supervisors of the PhD students, as well as the Academic Board reference member, in the event that the Supervisor and the co-supervisor are external, are excluded, unless where otherwise provided for in specific agreements regarding internationalisation.
6. The Committee has the power, by unanimous vote, to award the PhD with honours for remarkable scientific achievements.

Art. 33 - The final examination

1. PhD students must register for the final examination by following the specific online procedure by the deadlines set and in accordance with the methods set by the University. Admission to the final examination is subject to having paid all the enrolment fees due in the three years of the programme.
2. The application for admission to the final examination must include:
 - a) a copy of the thesis, in digital form, for the University's archives which will ensure it is conserved and accessible by the public. Filing the thesis also fulfils the obligation to store it at the national libraries of Rome and Florence. In the event that the examiners request revisions, the final thesis is to be stored in accordance with the deadlines and the procedures established annually by the University;
 - b) a report, either in Italian or English, on the activities carried out throughout the PhD programme, along with any scientific publications.
4. In order to be filed and sent to the Committee members, the thesis must be confirmed by the Supervisor in the online procedure or by the Coordinator in the event of the Supervisor's absence or impediment.
5. PhD students are notified of the date and place of the final examination electronically.
6. At the end of the public discussion, the Committee, with a reasoned written opinion, approves or rejects the PhD thesis.
7. Upon a justified request by the Committee members and/or by the PhD student, PhD students may attend the discussion of their thesis remotely in accordance with the methods communicated by the competent Office.
8. PhD students who pass the final examination are awarded a PhD and issued with a certificate giving details of their PhD programme and the curriculum, if any. The educational activities carried out by PhD students at one or more locations are certified by a document attached to the final certificate (diploma supplement).

Art. 34 - Absence from the final examination

1. Absence is considered justified, on the basis of appropriate documentation, in the following cases:
 - a) illness;
 - b) unforeseeable circumstances or force majeure.
2. In such cases, a PhD student may ask the Rector, within 30 days following the final examination date, for another date to be arranged to sit the exam.
3. In the event that the session has ended and the Committee has lapsed, the Rector, taking into account the particular circumstances that prevented the PhD student from discussing his/her thesis, at the Academic Board's proposal, appoints a new Committee confirming the previous composition or modifying it.

TITLE VIII FINAL PROVISIONS

Art. 35 - Final and transitional provisions

1. These regulations are issued with a decree by the Rector and apply to all PhD programmes activated as of the academic year 2022/23 (38th cycle).
2. For cycles prior to those indicated in paragraph 1, the University Regulations for PhD Programmes Ref. 1475/2020 Prot. no. 197259 of 24/04/2020 shall apply, with the exception of the provisions of art. 23 and Title VII of these regulations which are applicable to PhD students of cycles active at the time these regulations came into effect. Limited to cycles prior to those indicated in paragraph 1, exceptional and demonstrable circumstances or cases of force majeure not attributable to the PhD student but which, nevertheless, prevent him/her from carrying out research, if appropriately justified, may be grounds for deferring the deadline for registering for the final examination, to the extent strictly necessary. Should this be the case, the PhD student must submit his/her request to the Rector, who shall take a decision after having heard the opinion of the Junta of the Board of PhD Programme Coordinators.
3. For anything not expressly provided for in these regulations, reference is to be made to current legislation.