

# PhD Welcome Day

November 28<sup>th</sup>, 2019, h17-19

AUDITORIUM, ORTO BOTANICO, PADOVA

1222 • 2022  
**800**  
ANNI



UNIVERSITÀ  
DEGLI STUDI  
DI PADOVA

PhD WELCOME DAY  
A.A. 2019-2020 – 35<sup>o</sup> series

Ufficio Dottorato e Post Lauream

Scholarship, Research Budget, 50% increase of the  
scholarship for periods abroad

- In accordance with Italian Ministerial Decree n. 40 dated 25/01/2018, the **annual amount** of the grant is **€15.343,28, gross percipient**.
- The scholarship is subject to social security contribution (INPS) according to current legislation and benefits the tax relief provided by art. 4 L. 476/1984.
- The social security contribution (INPS) is currently equal to 34,23%
  - 11,41% is charged on the PhD student;
  - 22,82% is charged on the Administration (€18.845 annual total gross amount)
- The **monthly net amount** of the scholarship is about **€1.132**.
- The scholarship is credited in **monthly installments**, paid on day 20<sup>th</sup> using the bank account provided in the proper section of any PhD student's Uniweb personal profile; payment is **deferred** by one month with respect to competence.

- If you have to change the bank account you have to provide the new bank data (IBAN code) directly through your Uniweb personal profile; changes provided within the first week of the month are effective on the installment paid that month.
- The scholarship is paid exclusively to PhD students who have, in the fiscal years of predominantly use of the scholarship, during the PhD programme, a gross annual income lower than € 15.343,28, with the exclusion of incomes from occasional work.
- PhD grants cannot be used together with other grants, awarded for whatever reason, except for those assigned by national or international institutions for the purpose of integrating the research activities of the PhD student with periods spent abroad.

- Starting from the second year, a **research budget** no less than 10% of the annual amount of the scholarship has to be granted to PhD Students (art. 9.3 - D.M MIUR nr. 45 dated 08/02/2013).
- The total amount of the research budget is currently equal to **€3.068,66**.
- Expenses admitted are:
  - Study/research travels expenses
  - Conference and seminars fees
  - Consumables (e.g. chemical reagents, audio-visual media, photocopies...)
  - Publication costs
  - Specific training aimed at research (e.g. language courses)
- Early use of the research budget during the first year is possible upon authorization of the PhD Course; in that case anyway the total amount of the research budget is not increased.

- The research budget for PhD students awarded scholarships funded by University Departments/Centers is provided directly by the Department/Center funding the scholarship.
- For doctoral students enrolled without scholarship, the research budget is granted:
  - by the Department of the PhD student' Supervisor;
  - by the Department organizing and hosting the PhD Course in the case of supervisor not related to the University of Padova;
- *Note that such provision is not applicable for Phd students enrolled with grant funded by foreign countries or beneficiaries of financial support under specific mobility programs (e.g. Marie Curie program, CSC program, Guangzhou program ...). In the frame of the agreements concerning specific programs (CSC – Guangzhou) a specific budget is provided.*

# 50% increase of the amount of the scholarship for periods abroad

- The amount of the **scholarship** is **increased** by **50%** during any study period **abroad** lasting **no less than 20 days**, duly authorised by the PhD Course.
- For any study/research period abroad lasting no less than twenty days, PhD students must provide to PhD Office proper **authorization** document using the *authorization request form* available on our website:
  - for periods up to a total of n. 6 months is sufficient the authorization of the **PhD Course Coordinator**
  - any further period abroad must be authorized by the **PhD Course Academic Board**
- The authorization request form is divided into n. 3 sections:
  - PhD student enrollment and contact data;
  - Host institution indication / Supervisor at host institution / Starting and ending date of the study/research period abroad;
  - Authorization section (signature of the PhD Course Coordinator or relevant part of the minute of the PhD Course Academic Board);

# 50% increase of the amount of the scholarship for periods abroad

- The **50% increase** of the amount of the scholarship is **credited monthly** together with the installment of the grant. (*The payment is deferred by one month with respect to competence*).
- In order to activate the monthly payment of the 50% increase of the scholarship, PhD students awarded a scholarship must submit, after arrival in the host institution, a **declaration of starting of activity** with indication of the actual **starting date**, signed by the supervisor abroad.
- At the end of the entire period 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.

# 50% increase of the amount of the scholarship for periods abroad

## Timing:

- Authorization: *before leaving*
- Starting declaration document: *within the end of the month in which the period is started or by day 5<sup>th</sup> on the month in which the first payment is expected*
- Final declaration document: *within the end of the month in which the period is ended or by day 5<sup>th</sup> on the month in which the final payment is expected*

All previous document can be provided to the PhD Office in **.pdf format** by e-mail to: *formazione.ricerca@unipd.it*



# 50% increase of the amount of the scholarship for periods abroad

- *For PhD students awarded scholarships reserved for candidates residing outside Italy and with foreign qualification, funded by Fondazione Cassa di Risparmio di Padova e Rovigo, the 50% increase will be recognized only if the period abroad is carried out in a Country other than that of residence.*
- *Authorization form and final declaration document have to be provided to the PhD Office by PhD students enrolled without scholarship too, in order to register the period in the PhD student career management application.*

*Ufficio Dottorato e Post Lauream  
Settore Dottorato di ricerca  
(PhD Office)*

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*Public opening hours:*

*Monday: 10 -13,  
Tuesday 10 -13 and 15 -16.30  
Wednesday: 10 -13  
Thursday: 10 -15  
Friday: 10 -13*

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