

Regulations for Research Fellowships

Issued by Rectoral Decree No. 2792/2017;

amended by Rectoral Decree No. 2547/2019;

amended by Rectoral Decree No. 609/2026 of 12 February 2026;

Text in force since 27 February 2026

Preamble

In these Regulations, the designations of titles referring to persons, given in the masculine form only, refer indiscriminately to persons of both masculine and feminine gender.

Art. 1 – Purpose

These Regulations are issued pursuant to the current University Regulations for Administration, Finance and Accounting and govern the award of fellowships for the carrying out of research activities funded by resources available under contracts, agreements or contributions from entities outside the University.

Hereinafter, such fellowships are referred to as "Research fellowships" or simply "fellowships".

Art. 2 - Purpose of the fellowships

Research fellowships are aimed at carrying out research activities at the University of Padua, as well as at participating in research groups or projects of the University, pursuant to Article 18, paragraph 5, letter f), of Law no. 240 of 30 December 2010, as subsequently amended.

Art. 3 - Funding, duration, amount

Research fellowships must be entirely funded by external sources, including those from multiplesources and/or arising from savings from other external funding, with the exception of direct costs related to the carrying out of research activities and any insurance costs, which may be charged to the budget of the relevant Structures.

Fellowships have a maximum duration of 12 months and are not renewable.

Where it is necessary to complete the research activity, subject to verification of the necessary financial coverage, fellowships may be extended for a period of time less than or equal to the initial one, and in any case up to a maximum total duration of 24 months, maintaining the same remuneration, provided that the conditions under which the fellowship was established remain unchanged.

The amount of the Research fellowship, expressed on an annual basis, may not exceed the minimum amount provided for Research Assignment pursuant to Art. 22-ter of Law 240/2010, on a gross basis. Remuneration exceeding the maximum level indicated above must be justified and submitted for approval by the Board of Directors prior to the publication of the call. The Fellowship is paid in monthly instalments at the end of each month, unless the Scientific

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Supervisor promptly notifies that the planned activity has not been carried out, in which case payment is suspended.

Art. 4 - Establishment of Research fellowships, selection call and applications

Research fellowships are established by the Structure's Council, upon proposal by the Scientific Supervisor. The relevant resolution must include:

- the duration and amount of the fellowship;
- the research activities to be carried out by the fellowship holder;
- the name of the Scientific Supervisor;
- the indication of the funding;
- the eligibility criteria and exclusion clauses.

The selection call, drawn up in accordance with the template provided by the University, is issued by a specific decision of the Head of the Structure.

Applications to participate in the selection must be submitted in the manner and within the timeframe established by each call, no later than the mandatory deadline set out in the call itself. The following must be attached to the application:

- a detailed curriculum of scientific, academic and professional activities;
- a copy of the candidate's identity document;
- any other attachments required by the call;
- any other document deemed relevant for the purposes of the evaluation.

The call and the outcome of the selection process must be published in accordance with transparency regulations.

The Structure may dispense with the publication of the call and the related selection procedure where it intends to award the fellowship to a candidate already selected on the basis of specific requirements within the framework of programmes and projects funded by the European Union, by the MUR (Ministry of University and Research) or by other bodies, or within the framework of international cooperation initiatives. In such cases, the duration of the fellowship shall correspond to the duration of the funded project.

Art. 5 - Eligibility criteria

An essential requirement for participating in the selection process is the possession of a first-level degree (*as defined prior to Ministerial Decree 509/99*) or a three-year degree as referred to in Ministerial Decree 509/1999 or Ministerial Decree 270/2004, or a master's degree (*second-cycle degree level degree referred to in Ministerial Decree 509/99 and Ministerial Decree 270/04*), or an equivalent qualification obtained at a foreign university, whose equivalence is assessed by the Examining Committee referred to in Art. 7.

The selection call may provide for additional admission requirements.

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Art. 6 – Incompatibility

The research fellowship may not be combined with:

- scholarships awarded on any grounds, except those granted by national and foreign research institutions for the purpose of supplementing, through stays abroad, the specific activity provided for in the work programme carried out by the holder;
- Research Grants (pursuant to Art. 22 of Law 240/2010, prior to Law no. 79 of 29 June 2022);
- Research Contracts (pursuant to Art. 22 of Law 240/2010);
- Post-doc Assignments (pursuant to Art. 22-bis of Law 240/2010);
- Research Assignments (pursuant to Art. 22-ter of Law 240/2010).

Where the fellowship holder carries out self-employed work or has a subordinate or para-subordinate employment relationship, compatibility will be certified by the Scientific Supervisor.

Research fellowships may not be awarded to those who have a degree of kinship or affinity, up to and including the fourth degree, with tenured academic or research staff belonging to the Structure proposing the selection, or with the Rector, the Director General or members of the Board of Directors of the University.

Art. 7 - Examining Committee and selection procedure

The public selection for the award of the fellowship may be carried out on the basis of qualifications only, or on the basis of qualifications and interview, by an Examining Committee appointed by order of the Head of the Structure that established the fellowship.

The Examining Committee, before proceeding with the evaluation of the candidates, shall establish:

- the maximum overall score to be awarded to candidates;
- the criteria and methods for the evaluation of qualifications;
- any minimum score for admission to the interview (if provided for in the selection call);
- the criteria and methods for conducting the interview (if provided for in the selection call).

Candidates residing abroad, if provided for in the selection call, may take the interview also by telematic means.

The Examining Committee, on the basis of the scores awarded, determines the final merit ranking and identifies the successful candidate. In the event of a tie, the younger candidate shall be given priority.

Art. 8 - Award of the Research Fellowship

The Examining Committee submits the minutes of the selection process to the Head of the Structure, who, having verified the legitimacy of the selection documents, shall, by means of a formal decision, approve them and award the fellowship to the successful candidate.

Within ten days of receiving the written notification of award referred to in the preceding paragraph, the successful candidate must, under penalty of forfeiture, accept the fellowship. In the event of withdrawal, the fellowship is awarded to the next candidate in the final merit ranking.

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Art. 9 - Tax, social security and insurance provisions

Research fellowships are subject to the tax and social security treatment provided for by law, in force at the time of payment of the amount.

The Structure shall provide insurance coverage for accidents and civil liability towards third parties, as well as any other ancillary charges provided for by law, in favour of the fellowship holders referred to in these Regulations, in the context of the carrying out of their research activities.

Art. 10 - Rights and duties of Research Fellowship holders

The fellowship holder is required to:

- begin research activities by the start date;
- carry out these activities on a regular basis for the entire duration of the fellowship, in accordance with the guidelines provided by the Scientific Supervisor;
- submit to the Head of the Structure, upon expiry of the fellowship, a report on the activities carried out and the results achieved, previously approved by the Scientific Supervisor;
- comply with the Code of Ethics, the Code of Conduct and the Code of Research Integrity of the University of Padova, as well as the internal Regulations of the University.

Without prejudice to the legislation on copyright and the inventor's moral rights, the intellectual property of the results achieved by the fellowship holder belongs to the University pursuant to Art. 65 of Legislative Decree no. 30/2005, unless otherwise specified in the agreement signed by the University with the funding body.

The fellowship holder is entitled to use the instruments and equipment of the Structure where they carry out their activities.

The award of the fellowship does not give rise to the establishment of any employment relationship, nor does it give rise to any rights regarding access to university staff positions.

Art. 11 - Suspension, Revocation and Withdrawal

Research activities must be mandatorily suspended for maternity leave. In such cases, the fellowship is automatically extended in accordance with current legislation.

Activities may be suspended during periods of serious and documented illness or for other duly justified reasons. Suspension periods may be recovered after the natural expiry of the fellowship, subject to agreement with the Scientific Supervisor and within the limits imposed by the available funding. No remuneration is paid during periods of suspension.

Where the fellowship holder does not regularly continue the activities without justified reason, or is responsible for serious or repeated failures, or for other justified reasons, the Scientific Supervisor may propose the revocation of the fellowship, to be decided by means of a specific decree issued by the Head of the Structure.

The fellowship holder is entitled to withdraw from the fellowship by notifying the Structure with a

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notice period commensurate with the duration of the fellowship. The notice period will be established in the award decision.

Art. 12 - Final Provisions

Where research fellowships are funded within the framework of national or international funding programmes, in the event of a conflict between the provisions of these Regulations and those of the funding programme, the latter shall prevail over the former.

For all matters not explicitly governed by these Regulations, reference shall be made to the relevant legislation in force.

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