

## THE RECTOR

- Pertaining to the Statute of Università Carlo Cattaneo – LIUC and, specifically, to Art. 26;
- Pertaining to the Act of May 9, 1989, no. 168;
- Pertaining to the Act of January 30, 1989, no. 398;
- Pertaining to the Act of November 19, 1990, no. 341 and subsequent amendments;
- Pertaining to the Act of May 15, 1997, no. 127 and subsequent amendments;
- Pertaining to Articles 68 and subsequent amendments of the Decree of the President of the Republic of July 11, 1980, no. 382, instituting the PhD programs;
- Pertaining to the Act of July 3, 1998, no. 210, specifically Art. 4, as amended by Art. 19, Paragraph 1 of the Act of December 30, 2010, no. 240;
- Pertaining to the Act no. 476 of August 13, 1984 and subsequent amendments, and specifically to Art. 2 as amended by Art. 5 of the Legislative Decree of September 14, 2011, no. 167;
- Pertaining to the Ministerial Decree of February 8, 2013, no. 45;
- Pertaining to the regulation that governs the PhD programs at Università Carlo Cattaneo– LIUC, issued with the Rector’s Decree no. 257 of April 23, 2014;
- Pertaining to the accreditation granted by the Ministry of Education, Universities, and Research (MIUR) with Decree of August 19, 2014, no. 631;
- Pertaining to the resolution of the Administration Board of March 15, 2016;
- Having taken into consideration the favorable opinion of the Evaluation Panel of April 29, 2015
- Pertaining to the regulations governing the PhD Program in Management, Finance, and Accounting- XXXII Cycle at Università Carlo Cattaneo – LIUC, issued with the Rector’s Decree no. 33 of March 23, 2016;

## DECREES

### *Art. 1 - Activation*

Università Carlo Cattaneo-LIUC offers the 32nd cycle of the three year PhD Program in Management, Finance and Accounting (hereafter referred to as “the Program”).

The Program is held in English.

### *Art. 2 - Selection*

The Program admits a maximum of eight Ph.D. students. Admission offers are made following a public selection process which provides a ranking of the candidates deemed suitable to attend the Program built on the basis of merit criteria as defined in art. 7 herewith below.

### *Art. 3 - Contributions and economic support*

The admission offers will be inclusive of financial support, defined as follows:

- a) 6 places with exemption from contributions for access and attendance and provision of scholarships;
- b) 2 places with exemption only from contributions for access and attendance.

The concessions are granted, in the sequence above, according to the grading of the applicants.

In the event that third party contributions are received by the University for the award of doctoral scholarships, the number of admission offers (as in article 2) and those referred to in subparagraph a) of the first paragraph of this article shall be increased accordingly.

*Art. 4 - Admission requirements*

The application form may be submitted, without limitation of citizenship, by whoever holds a Laurea Magistrale or equivalent foreign academic degree (Master of Arts, Master of Sciences), or who expects to achieve such a qualification by 31 October 2016 in the following classes:

- LM-77 Sciences Economics - Business
- LM-16 Finance
- LM-56 Science of Economics
- LM-31 Engineering Management
- LM-59 Science of Public Communication, Companies and Advertising
- LM-63 Science of Public Administrations
- LM-76 Science of Economics for the environment and culture

Applications from candidates holding degrees in areas other than those listed above, but whose education and experience demonstrate knowledge of the subjects of the Program will be considered and assessed by the Admission Panel.

Candidates who expect to graduate after the application deadline are considered and may be admitted conditionally to receiving their degree by October 31, 2016. Failure to do so will render their admission void.

Candidates holding degrees granted by non EU academic institutions which have not yet been declared equivalent to the corresponding Italian degree must submit, as part of their applications, a written request for a declaration of this equivalence solely for the purpose of admission to the PhD Program and must provide the necessary documentation for the Panel to be able to assess the equivalence.

*Art. 5 - Submission of application for admission*

To apply for admission, the student should:

- connect to the site <https://sol.liuc.it>;
- register by entering the required general, personal information and contact details, pledging to communicate any change
- fill in the application by entering the required information,
  - degree obtained (or expected), with indication of grade or score (the average of the exams already taken in the event of expectation), date and the University of achievement;
- attach by uploading onto the site the following documents (\* = mandatory, only in PDF format):
  - copy (both sides), signed, of a valid personal identity document (\*)
  - copy (both sides) of personal tax code (if available)
  - curriculum vitae, in Italian or English (\*)
  - two reference letters, in Italian or English (\*)
  - international test score (GMAT, GRE, or other equivalent internationally recognized test), with proof of the score, if performed
  - internationally recognized language certifications, with proof of the score, if achieved
  - list of its publications of academic/scientific relevance, if applicable, and/or any other titles, qualifications or information useful to assess the candidate's aptitude for research
  - self-certification of achievement of degree with proof of the score of exams, credits and related scientific areas (if available)

All documents may be presented in Italian or English.

If drafted in another language, they should be translated into Italian or English.

- download and fill in the application form, self-certificating:
  - possession of civil and political rights;
  - not to violate, by enrolling on the Program, art. 142 T.U. (simultaneous enrollment on university courses, including University Master Degrees);
  - not to be enrolled on a Postgraduate School or on a Specialising Course and, in the case of registration in place, the commitment to suspend attendance;
  - to have / have not been awarded a scholarship other (even for one year) for another PhD Program;
  - to be / not be an employee of the Public Administration and the commitment to be placed on unpaid leave for the duration of the Program;
  - the commitment to attend, if admitted, the Program in the manner prescribed in the Regulations of the Program and to participate in the activities planned for doctoral students within the University;
  - to be aware that the Administration, at any time during the proceedings, and even after the start of the Program, may check the authenticity of the statements made and require the submission of original documents, having the right at all times, with reasoned motivation, to the exclusion of students selected or on the Program for lack of the requirements established by this notice;
  - to be aware of the penalties that may be incurred in the case of false declarations or data content not corresponding to the truth, according to art. 76 of the DPR, 28 December, 2000, n. 445.

- sign and send back by electronic communication the Application (without attachments) to the certified email address: [ufficio.dottorati@pec.liuc.it](mailto:ufficio.dottorati@pec.liuc.it), before the deadline of 30 May 2016 at 17:00 local time.

Complete information and instructions for sending the application form are available at: <http://www.liuc.it/phd>.

The University administration does not assume any responsibility in the case of dispersion of communications, due to errors in the delivery on the part of the applicant or late communication of changes of the same, or to failures in electronic communications not attributable to the administration itself.

*Art. 6 - Application for admission: additional documentation for foreign citizens or holders of a foreign qualification*

In addition to the provisions of art. 5, foreign nationals, EU or not, must also indicate in the application an Italian address, or an indication of their Embassy in Italy, as domicile for participation in the selection.

In addition to the provisions of art. 5, students in possession of an academic qualification obtained at a foreign university:

- a) if already declared equivalent to the Master degree, must also indicate in the application the references of the administrative act that declares the equivalence;
- b) if not yet declared equivalent to the Master degree, must also attach to such a request documentation useful to enable the Faculty Board to declare the equivalence (Diploma supplement or degree certificate with exams and grades and a declaration of value. The declaration of value is not required for qualifications obtained in a European Union country) or, in the event that the Declaration of Value has been requested, but not yet obtained, attach a copy of such a request. The above documents must be in Italian or English.

Students who, at the time of submission of the application for admission, have not yet the relative declaration of value in the case of foreign title, may participate in the selection, but if accepted, as a provisional and with reservations, must complete the documentation

supplementing it, before 31 October, 2016 with the declaration of value under penalty of exclusion from participation in the selection.

#### *Art. 7 - Method of selection of students*

Candidates are selected on the basis of their documented qualifications and in accordance to the following three criteria:

- a) basic knowledge and expertise on the Program's subjects
- b) aptitude for scientific research
- c) knowledge of English

The first criterion is assessed by considering the university career of the student, as well as any other titles or aspects of their personal cv useful to demonstrate their skills and knowledge.

The second element is assessed on the basis of publications, participation in projects / research groups, the results of an internationally agreed test (such as the GRE or GMAT) if performed and an oral exam on a date communicated to the students at least 10 days in advance. The oral exam will be held at the University or remotely via the web (Skype). The teleconference method should be specifically requested in the application and approved by the Commission. The oral examination involves the discussion and interpretation of phenomena in management, engineering, accounting and finance also expressed in a quantitative form, and may be conducted in English.

Students who take the oral examination at a distance should ensure their availability to be contacted as indicated in the application, for 3 hours starting from the time stated in the schedule of examinations at a distance. Students who are not available on two occasions will be considered absent and therefore excluded from the selection.

The third, linguistic competence, if not considered fully assessed by the Commission on the basis of information available in the application submitted, may also be determined during the oral examination.

The overall score of the candidate is determined as follows:

- a): up to a maximum of 15 points;
- b): up to a maximum of 30 points;
- c): does not contribute to the points, but a positive assessment is a necessary condition for admission.

Candidates are deemed suitable for admission to the Program if they achieve a score of at least 30/45 points, with element a) and b) of at least 9 and 16 points, respectively.

#### *Art. 8 - Admission to the Program*

The Panel will publish the slate of candidates suitable to be admitted to the Program, ranked according to their score. Offers of financial support are made following the order of the ranking, until the financial aid available is exhausted. If needed, the Panel can form separate rankings in accordance to the content of specific agreements with scholarship sponsors as specified in the Ministerial Decree no. 45 of February 8, 2013.

Candidates are admitted to the Program as follows:

- the top six suitable candidates in the ranking be offered full tuition waive and scholarship
- the next two suitable candidates in the ranking will be offered full tuition waiver

If any admitted candidates offered financial aid withdraw, they will be replaced by the highest-ranked enrolled candidates until then excluded from that type of aid, within three months after the start of the Program.

According to article 7, paragraph 2, of the Regulations, scholarships offered through the University but sponsored by third parties are offered to the highest-ranked candidates who comply with all the requirements set by the supporting institutions.

#### *Art. 9 - Enrollment*

Students admitted must send or submit their enrollment on the Doctorate to the Doctorate of Research Secretariat, Università Carlo Cattaneo - LIUC, Corso Matteotti 22, 21053

Castellanza (VA) Italy, in electronic form not later than 15 days and in paper form within 45 days from the day following that which they have received the admission notice. They have to complete on plain paper the document available at the link <http://www.liuc.it/phd> attaching the following documents:

- 1) self-certification of achievement degree with exam grades or scores, credits and related scientific areas (if not already submitted)
- 2) declaration of acceptance of the form of financial support allocated (only for recipient students)
- 3) documents proving the payment of university taxes (see art. 11)
- 4) three identical passport photographs, one of which should be authenticated by the Secretariat.

*additional documentation for foreign citizens or holders of a foreign qualification*

- if not previously provided, a degree certificate with exams and grades or scores and a declaration of value. The declaration of value is not required for qualifications obtained in an EU country (with translation in Italian or English)

The recipients of scholarships and/or exemptions that do not submit documentation within the prescribed period shall be considered to have withdrawn and the related economic benefits are made available, according to the grading, to students with lower assessment that were in that moment recorded. The same occurs in the case of renunciation of the only form of financial support allocated.

It is prohibited to enroll on other PhD Programs: if a student has obtained admission to other PhD Programs, they must opt for one of them.

*Art. 10 - Scholarships*

Scholarships and tuition waiver are offered for the entire three years duration of the Program and are renewed yearly upon verification of the conditions specified in the Regulation of the PhD Program in terms of candidates' performances.

Interruption in attendance to the Program for more than thirty days is cause of scholarship suspension.

PhD scholarship cannot be granted to students holding postdoctoral research fellowships. Post-doctoral research fellows, if admitted, can enroll in the PhD Program, either with or without tuition waiver.

Scholarship cannot be granted to PhD students participating in a higher education apprenticeship program.

The yearly amount of the scholarship is determined in accordance with the Ministerial Decree of June 18, 2008, published in the Official Gazette no. 241, October 14, 2008. Currently it amounts to € 13,638.47 yearly, before social security and health insurance contributions, to be paid by the recipient.

*Art. 11 – Enrollment costs*

At enrollment, all students must pay the regional tax for the Right to Education and the applicable stamp duty.

*Art. 12 - Processing of personal data*

Università Carlo Cattaneo - LIUC, implementing the Legislative Decree 196/2003 ("Code on the Protection of Personal Information"), is committed to use the personal data provided by the candidates for institutional purposes only, and specifically for this admission procedure. Participation in the application the admission procedure implies a tacit consent to the publication of the candidates' personal and admission test results on the LIUC website. The person in charge of the procedure is Dr. Massimo Colli.

*Art. 13 - Publication of the call for application*

This Call for Applications is published in the Official Gazette of the Italian Republic and in electronic version on the websites of Università Carlo Cattaneo - LIUC (<http://www.liuc.it/phd>), of the Ministry of Education, Universities and Research MIUR, (<http://bandi.miur.it>) and of the European Union (<http://ec.europa.ec/euraxess>).

This Call is written in Italian and translated into English. In case of conflict and/or different interpretation of individual parts, the text written in Italian shall prevail.

*Art. 14 – Reference legislation*

For anything not explicitly stated in this announcement, please refer to the Regulations of the PhD Program in Management, Finance and Accounting - XXXII Cycle issued with Rector's Decree No 33 of March 23, 2016 and the relevant regulations under the premise.

Given in Castellanza,

D.R. n.34 (thirty-four) 23 March, 2016

The General Director  
Dr. Massimo Colli

The Rector  
Prof. Federico Visconti

Copy conforming to the original

Castellanza, 23 March 2016

The General Director  
Dr. Massimo Colli