

ADMISSION CALL TO PHD PROGRAM ON MANAGEMENT, FINANCE AND ACCOUNTING – XXXIV CYCLE

THE RECTOR

- Given the Statute of Università Carlo Cattaneo - LIUC, specifically *Art. 26*;
- Given the Act of 9 May, 1989, no. 168;
- Given the Act of 30 January, 1989, no. 398;
- Given the Act of 19 November, 1990, no. 341 and subsequent amendments;
- Given the Act of 15 May, 1997, no. 127 and subsequent amendments;
- Given Articles 68 and subsequent amendments of the Decree of the President of the Republic of 11 July, 1980, no. 382, instituting the PhD Programs;
- Given the Act of 3 July, 1998, no. 210, specifically *Art. 4*, as amended by *Art. 19*, Paragraph 1 of the Act of 30 December, 2010, no. 240;
- Given the Act of 13 August, 1984, no. 476 and subsequent amendments, specifically *Art. 2* as amended by *Art. 5* of the Legislative Decree of 14 September, 2011, no. 167;
- Given the Ministerial Decree of 8 February, 2013, no. 45;
- Given the regulation that governs the PhD Programs at Università Carlo Cattaneo - LIUC, issued with the Rector's Decree of 23 April, 2014, no. 257;
- Given the resolution of the Administration Board of January 23rd, 2018;
- Given the regulations governing the PhD Program on Management, Finance, and Accounting-XXXIII Cycle at Università Carlo Cattaneo - LIUC, issued with the Rector's Decree of February 12th, 2018, no. 220;
- Considering the letter of intent of “CFMT - Centro di Formazione Management del Terziario” of January 17th, 2018

DECREEES

Art. 1 - Activation

Università Carlo Cattaneo – LIUC offers the 34th cycle of the three-year PhD Program in Management, Finance and Accounting (hereafter referred to as “the Program”).

The Program is delivered in English.

The activation of the Program is subject to the completion of the verification procedures of the requirements by ANVUR. In the case of a failure of accreditation there may be provided, followed by a Rector's Decree, the non-activation of the Program.

Art. 2 - Selection

Admission offers are made following a public selection process which provides a ranking of the applicants deemed suitable to attend the Program.

Art. 3 - Contributions and economic support

The Program admits nine Ph.D. applicants. Availability is so defined:

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

- a) 6 places with exemption from tuition for access and attendance and the provision of scholarships;
- b) 1 place with exemption from tuition for access and attendance and the benefit of scholarships funded by “CFMT - Centro di Formazione Management del Terziario” for a research project on “The Italian Competitiveness Monitor on the Service Industry”;
- c) 2 places with exemption only from tuition for access and attendance.

The places with the benefit of the scholarship may be covered by any available financial resources from public or private entities, if before the expiry date of the Call, and with a signed a letter of intent.

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

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 persons who expect to achieve such a qualification by 31 October 2018 in the following subjects:

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

Applicants who expect to graduate after the application deadline shall be considered and may be admitted conditionally to receiving their degree by October 31, 2018. Failure to do so will render their admission void.

Applicants in possession of foreign titles which have not yet been declared equivalent to the corresponding Italian degree should 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 should accompany the application with all the documents necessary for the Commission to evaluate the eligibility.

Art. 5 - Submission of application for admission

To apply for admission, the applicant 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;
- complete the application form by entering the required information;
- attach by uploading onto the site the following documents in PDF format:
 - Scan of the application request which can be downloaded from the website, duly filled in and with handwritten signature

- copy (both sides), signed, of a valid personal identity document
- copy (both sides) of personal tax code (if available)
- Diploma Supplement or Degree Certificate (or self-certification if the title has been obtained in Italy) stating the name of the University where obtained, official study duration, exams passed, ECTS and related scientific areas, final score and related grading scales. If degree is still to be obtained, average score of the exams already taken and related grading scales.
- curriculum vitae, in Italian or English
- two reference letters, in Italian or English, with handwritten signature, completed according to the format published on the website
- international test score (GMAT, GRE, or other equivalent internationally recognized test), with proof of the score, if performed
- internationally recognised language certifications, with proof of the score, if achieved
- list of publications of academic/scientific relevance, if applicable, and/or any other titles, qualifications or information useful to assess the applicant's aptitude for research
- short description of own research interests completed according to the format published on the website

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 request, self-certifying:

- possession of civil and political rights;
- not to violate, by enrolling in the Program, Art. 142 T.U. (simultaneous enrolment on university courses, including University Master Degrees);
- not to be enrolled in 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 another scholarship (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 applicants 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 applicants 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.

All documentation must be uploaded and the entire procedure concluded before the deadline of May 31st, 2018 at 17:00 CEST.

Complete information and instructions for sending the application form are available at: <http://www.liuc.it/corsi-di-laurea/dottorato-di-ricerca/>.

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, should also indicate on the application form 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* and according to *Art. 4*, applicants in possession of an academic qualification obtained at a foreign university should also attach documentation useful to enable the Faculty Board to declare the equivalence, that is to say:

- Declaration of Value issued by the Italian Embassy or Consulate or Italian Cultural Institute responsible for the geographical area of the city where you have obtained your university.

or

- Diploma Supplement in English

or

- Declaration of Equivalence issued by an Italian University.

If Declaration of Value or Declaration of Equivalence has already been requested but not yet obtained, attach a copy of such a request.

Declaration of Value is not needed for titles obtained in EU.

The above documents should be in Italian or English.

Applicants 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, 2018 with the declaration of value under penalty of exclusion from participation in the selection.

Art. 7 - Method of selection of applicants

Applicants 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 topics
- b) aptitude for scientific research and coherence between scientific background and Phd Program main subjects
- c) knowledge of English

Criterion a) is assessed by considering the university career of the applicant, as well as any other titles or aspects of their personal CV useful to demonstrate their skills and knowledge.

Criterion b) 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 applicants 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.

Applicants 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. Applicants 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 form submitted, may also be determined during the oral examination.

The overall score of the applicant is determined as follows:

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

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

The process of selection of applicants for the award of “CFMT - Centro di Formazione Management del Terziario” scholarship, according to *Art. 3*, will take into account, as part of the profiles a) b) and c) of this Article, the relevance of skills with the objectives and the expected results of this program of research.

Art. 8 - Admission to the Program

There shall be published a list of applicants suitable to be admitted into 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 8 February, 2013.

Applicants are admitted to the Program as follows:

- the first applicants on the list, in line with those reported in *Art. 3*, a) and b), shall be exempt from tuition for access and attendance and are recipients of the scholarship. To keep the scholarship funded by “CFMT - Centro di Formazione Management del Terziario”, the selected applicant shall follow the rules laid down by the agreement made between Università Carlo Cattaneo - LIUC and “CFMT - Centro di Formazione Management del Terziario”. The award will be confirmed after the signature of the agreement and provision of funds by the above mentioned supporting institution.

- the other applicants, in line with those reported in the *Art. 3*, c) are admitted with exemption from tuition for access and attendance.

If any admitted applicants who were offered financial aid withdraw, they will be replaced within three months after the start of the Program by the highest-ranked enrolled applicants who had not received that type of aid.

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

Art. 9 - Enrollment

Applicants admitted must send or submit their Doctorate enrolment form 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 they have received the admission notice. They should complete on plain paper the document available at the link <http://www.liuc.it/phd> attaching the following documents:

- 1) self-certification of degree obtained 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 applicants)
- 3) documents proving the payment of university fees (see art. 11)
- 4) one passport photograph, which should be authenticated by the Secretariat.

Additional documentation for foreign citizens or holders of a foreign qualification

- visa/residence permit for study purposes (for applicants outside the European Union);
- other documents requested in art. 5 and art. 6 if not previously provided.

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 applicants 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 in other PhD Programs: if an applicant has obtained admission to other PhD Programs, he/she should opt for only one of them.

Art. 10 - Scholarships

Scholarships and tuition waiver are offered for the entire three-year duration of the Program and are renewed yearly upon verification of the conditions specified in the Regulations of the PhD Program in terms of applicants' performances.

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

In case of exclusion, scholarships will be permanently suspended.

The PhD scholarship cannot be granted to applicants holding postdoctoral research fellowships. Post-doctoral research fellows, if admitted, may enrol in the PhD Program, either with or without a tuition waiver.

A scholarship cannot be granted to PhD applicants participating in a higher education apprenticeship Program.

The yearly amount of the scholarship, paid in monthly instalments, is determined in accordance with the Ministero dell'Istruzione, dell'Università e della Ricerca Ministerial Decree n. 40 of January 25th, 2018. Currently it amounts to € 15,343.28 yearly, before social security and health insurance contributions, to be paid by the recipient.

Scholarships that require the completion of a specific research activity oblige the applicant to carry out this activity and to comply with the provisions in the Convention.

Art. 11 – Enrolment costs

At enrolment, all applicants 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 applicants 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 applicants' personal and admission test results on the LIUC website. The person responsible for 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>), 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.

Any changes or additions to the call will be announced by publication on the University website.

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 - XXXIV Cycle issued with Rector's Decree of February 12th, 2018, n. 220 and the relevant regulations.

D.R. n. 221 (two hundred and twenty-one) February 13th, 2018

The General Director
Dr. Massimo Colli

The Rector
Prof. Federico Visconti