PhD Program in Management, Finance and Accounting – 38th cycle 2022/23
ONLINE APPLICATION GUIDE

Art. 5 - Submission of application for admission
To apply for admission, the applicant should:
- connect to the site https://sol.liuc.it;
- if you are a "new user" register by entering the required general, personal information and contact details, pledging to communicate any change;
- select Admission and Selection/Admission Test
- in the page Choice Category select "PhD Selection"
- complete the application form by entering the required information;
- attach by uploading onto the site the following documents in PDF or JPEGformat:
  • 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 available)
  • internationally recognised language certifications, with proof of the score (if available)
  • a short statement of purpose written according to the format shown and available on the website (800 words maximum, including spaces but not including bibliography and figures) describing reasons for wanting to attend the doctoral program at LIUC, topics of interest for research and personal career goals.

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;
  • being/not being enrolled in a bachelor's or master's degree course or other master or specialisation course;
  • having been/or not having been awarded another scholarship (even for one year) for another PhD Program;
  • being / not being an employee of the Italian Public Administration and in the event of a scholarship assignment, 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;
  • awareness thatat any time during the proceedings, and even after the start of the Program, the Administration may check the authenticity of the statements made and require the submission of original documents, having the right at all times, with sound reason, to excludeapplicants who have been selected or are already in the Program, due to lack of fulfilment of 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 15 July 2022 at 17:00 CEST.

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* and in accordance with *Art. 4*, applicants in possession of an academic qualification obtained at a foreign university should also attach the following documentation:

- for applicants having obtained their diploma in another EU country:
  Diploma Supplement

- for applicants having obtained their diploma from a NON EU country:
  Legalized copy of original Degree or Master Degree diploma with translation if not in English
  and/or
  Declaration of Value issued by the Italian Embassy or Consulate or Italian Cultural Institute responsible for the geographical area of the city where university degree was obtained
  and/or
  Declaration of Equivalence issued by an Italian University.

If, at the time of submission, applicants do not yet have the relative Declaration of Value or Declaration of Equivalence, the Admission Committee shall decide on the validity of the diploma according to the applicable regulations in force in Italy and in the country in which the diploma was awarded and to international agreements regarding the recognition of qualifications for continuing study, for the sole purpose of admission to the course.

To request this evaluation, applicants must attach the following documents to the application:

- Degree or Master diploma with relative mark, if already obtained;
- Certificate showing examinations passed during university degree or Master course, with marks awarded;
- Any other documentation that may be useful to assess eligibility (e.g. certificate of validity issued by ENIC-NARIC agencies).
  The Committee shall evaluate the eligibility of foreign qualifications based on the documentation attached to the application. Evaluation shall be possible only where all the necessary information is available (type of qualification; duration of course; name of academic institution awarding the qualification; date of award; mark….). The Board may exclude any applicant whose documentation does not provide enough information for the evaluation.
To be considered valid for the application, the above documents must be issued by the relevant universities in Italian or English.