



**SELECTION CALL FOR DOCTORAL PROGRAM: METHODS AND MODELS
FOR ECONOMIC DECISIONS - XXXVII CYCLE, UNIVERSITY OF INSUBRIA,
ACADEMIC YEAR 2021/2022**

1 - Establishment

The XXXVII cycle for doctoral programs, of a duration of three years, is hereby established at the University of Insubria. Access is regulated by a public selection call based on qualifications and exams.

For METHODS AND MODELS FOR ECONOMIC DECISIONS Doctoral Program the attached table, which constitutes an integral part of this call, indicates: the available positions, the number of available scholarships, the qualifications requirements, the submission procedure and the schedule for the selection procedure.

The number of scholarships may be increased following from funding by public research institutions and highly qualified private production facilities, which may be made available after the publication of the call and by the date of completion of the selection procedure, without prejudice to the deadline provided for in article no. 3, paragraph 1, for the submission of applications. The increase in the number of scholarships will be notified to candidates through publication of a notice at <https://www.uninsubria.it/la-didattica/dottorati-di-ricerca> and during the examination, before the conclusion of the procedure.

Only the scholarships whose funding has been guaranteed will be notified, according to the provisions of the previous paragraph.

Tests will follow the schedule indicated in the attachment to this call, which represents official notification to the interested parties. Candidates are expected to check for changes to the dates or times on the website <https://www.uninsubria.it/la-didattica/dottorati-di-ricerca>. Publication substitutes to all effects any personal communication.

The activation of Doctoral Programs is subject to the completion of the certification or confirmation procedures of the requirements by the Italian National Agency for the Evaluation of the University and Research Systems (ANVUR). The University will therefore proceed to the selection for the admission to Doctoral Programs which have obtained the ministerial certification or which have been confirmed.

2 - ADMISSION REQUIREMENTS

Those who hold a Master's Degree or a 4-year Degree, following the system previous to the Ministerial Decree no. 509/1999, obtained in Italy, or equivalent academic title (Master's Degree) obtained abroad, may access the Doctoral Programs, without age or citizenship restrictions.

The abovementioned qualifications must be coherent with the chosen Doctoral Program.

Graduands may conditionally access the selection procedure, provided that they obtain the required admission qualification by 31 October 2021, under penalty of exclusion in case of positive outcome of the selection procedure.

Graduand candidates, if Italian or EU citizens, are expected to communicate the date and degree mark by e-mail at scuola.dottorato@uninsubria.it attaching a self-certification by 5/11/2021.

The eligibility assessment of foreign qualifications falls on the Evaluating Committee of each Doctoral Program, in accordance with current regulations on the subject, both in Italy and in the





country where the qualification itself was obtained, and with international treaties and agreements on the acknowledgment of qualifications in order to continue studying.

In such a case, participation in the selection will be with reservation and the candidate will have to submit, under penalty of exclusion, a self-certification pursuant to article no. 3 of the Decree of the President of the Republic no. 445/2000, before enrolling in the Doctoral Program.

Candidates with a foreign qualification which has already been declared equivalent to Italian qualifications that are eligible for admission in Doctoral Programs will have to attach the following documents:

- qualification and certificate from which the study plan may be inferred, which must be translated and certified by the Italian Representation (Embassy or Consulate) in the country where the qualification was obtained;
- Declaration of Equivalence by the Italian Representation (Embassy or Consulate) in the country where the qualification was obtained.

If the qualification was obtained at a European university, candidates may submit, as an alternative to the Declaration of Equivalence, the Diploma Supplement, certified by the competent authorities. Those who could not obtain the required documents in time, may be admitted with reservation. They are expected to submit the academic degree qualification, translated and certified, and the Declaration of Equivalence by the enrollment date.

The University reserves itself the right to request the Declaration of Equivalence, should there arise doubts on the validity of the qualification.

All candidates are admitted to the selection procedure with reservation.

The Administration may in any moment order, with motivated provision, the exclusion of a candidate for lack of prescribed requirements.

3 – ADMISSION APPLICATIONS

Admission applications to Doctoral Programs must be submitted no later than **15 June 2021, 12.00 PM** (Italian time zone), according to the following procedure:

Registration to the selection procedure

Candidates will have to submit their application to the selection procedure following the electronic procedure available on the website of the University of Insubria (www.uninsubria.it) from any PC, **no later than 15 June 2021, 12.00 PM (Italian time zone)**.

After the abovementioned deadline, the link will be disabled and it will not be possible to fill in the application and register to the selection procedure.

In order to access the electronic registration system (*test di ammissione* [admission test]) candidates will have to select from the website www.uninsubria.it, the “Servizi Web – Segreterie Studenti” [Web Services - Students Support Service] entry.

Those who already hold a user ID and password may access the web services by clicking on “*login*” and selecting “*test di ammissione*” [admission test] and following the instructions.

Those who do not have access credentials must register by selecting “*Registrazione*” [Register], proceed to “*login*”, select “*test di ammissione*” [admission test] and follow the instructions.

While filling in the application, candidates will have to:

- enter their personal data, their qualifications, as well as the data of a valid ID card; the same document will also have to be attached via upload and shown for identification on the test day;



- select the course and foreign language, among those provided for in the call for each Doctoral Program, whose knowledge will be tested during the interview;
- indicate whether they are interested in a university accommodation in Varese or Como;
- should Attachment 1 of the present call provide for letters of recommendations to be considered among the qualifications evaluated for admission to the chosen course, enter the name and email address of the identified contact person. The contact person will receive further information for the submission of letters of recommendations directly from the Research and Internationalization Office;
- attach, via upload, the qualifications provided for in the related form of each Doctoral Program (Attachment 1 of the present call) and the ID card whose data have already been entered.

The qualifications and documents must be attached as PDF files and must not exceed 5 MB each. The file name must include the candidate's last name and the type of qualification (e.g. smith_CV). Only the specific qualifications provided for in each Doctoral Program, as described in Attachment 1, will be considered by the Evaluating Committee.

Foreign and Italian candidates who hold an academic degree obtained abroad, besides the qualifications indicated at the end of the present call, will have to attach via upload:

1. The academic degree, translated and certified by the Italian Representation (Embassy or Consulate) in the country where the qualification was obtained;
2. The Declaration of Equivalence by the Italian Representation (Embassy or Consulate) in the country where the qualification was obtained.
3. A Diploma Supplement (as an alternative to the documents described in points 1 and 2 above, only for those who obtained the qualification at a European university).

Until the expiration date of the admission procedure provided for in the call, each candidate may:

- add, delete or modify the attached documents (qualifications and ID card) by clicking on "inserisci/modifica titoli valutabili" [enter/modify qualifications];
- add, delete or modify the name or email address of the identified contact person, should letters of recommendation be considered among the qualifications evaluated for admission to the chosen selection procedure (see Attachment 1), as well as solicit the added contact person to submit the letter.

All changes will be definitively saved by the system only by concluding the application.

Additions to the documents presented after the expiration date of the call will not be admitted.

Qualifications submitted following a different procedure from that indicated in the present call will not be considered by the Evaluating Committee.

Failure to submit the qualifications will not invalidate the admission application to the selection procedure, except for Doctoral Programs which require a qualifications minimum score in order to be admitted to the oral/written test.

Candidates must also attach a file with a list of the submitted qualifications.

Candidates do not have to be present during the qualifications evaluation.

Please remember that entering false or wrong data (which are not corrected by the indicated deadline), will result in the exclusion from the test and/or final ranking list.



Should you experience problems while registering to the admission procedure, please contact the Research and Internationalization Office (scuola.dottorato@uninsubria.it).

Failure to complete the application, following the abovementioned procedures, will entail inadmissibility to the selection procedure. The deadlines for the submission of admission applications to the selection procedure are peremptory.

Incomplete applications will be rejected. Applications received after the established deadlines will not be accepted.

By submitting the admission application for the test, candidates express their open acceptance of all regulations provided for in the present call.

Candidates are invited not to wait until the last days before the expiration date of the call in order to submit their admission application; the University is not liable for malfunctioning due to system overload.

When registering for the competition, you are asked whether or not you are interested in a university accommodation in Varese or Como.

Places are reserved, one for each PhD program activated in the academic year 2021/2022 to students enrolled in the first year of the course. The assignees of the accommodation places will be identified by the "Collegio Docenti" of each doctoral course on the basis of the addresses and guidelines issued by the doctoral school.

More information and costs at the link::

<https://www.uninsubria.eu/international-relations/servicesfacilities>

Ranking list

After the registration deadline and appropriate checks, the list of candidates who, having submitted an application to the selection procedure and the qualifications according to the indicated procedures and within the prescribed limits, are admitted to take the test will be published at <https://www.uninsubria.it/la-didattica/dottorati-di-ricerca>.

Candidates with disabilities

In order to arrange for all necessary aids, as well as determine additional time to carry out the test with regard to the specific handicaps (pursuant to article. no. 20 of the Law no. 104/92, integrated and modified by the Law no. 17/1999), candidates with disabilities must submit to the Research and Internationalization Office an adequate certification by the relevant Local Health Authority (ASL), by the deadline for the submission of applications.

Please note that the University offers a Service for Students with disabilities, Valleggio, in Como. Both offices meet with students only on appointment. Further information at <https://www.uninsubria.it/servizi/servizi-studenti-con-disabilit%C3%A0-eo-dsa>.

4 – TESTS

Admission to Methods and Models for Economic Decisions Doctoral Programs is based on qualifications and exams. The Doctoral Program Committee will establish the suitable qualifications and the evaluation criteria of the same. The admission test consists in an evaluation of the candidates' qualifications, and in a written and/or oral test, which aims at verifying the preparation, abilities and predispositions of the candidates for scientific research. Admission tests for Doctoral Programs may be carried out in English if the candidate expressly requested so in the admission



application. The oral or written test also includes a test of the foreign languages indicated by the candidates, which must nonetheless include English.

Tests will follow the schedule which will be published on the University's website. Candidates are expected to check any changes in the dates, places or times on the website or directly with the Research and Internationalization Office. Publication substitutes to all effects any personal communication.

Candidates will have to show up for admission tests, under penalty of exclusion, with a valid ID card.

Online interview

Online interviews will take place by using the platform made available by the University (Microsoft Teams). To do so, candidates will have to provide an email account which the Evaluating Committee will use for the videocall.

Candidates will have to be available at their personal address, which they previously communicated, on the day indicated for the interview, following the schedule in the Doctoral Program presentation form. The Committee may agree upon a specific time for the interview. For the identification, candidates must identify themselves, under penalty of exclusion, by showing an ID card before the interview starts.

Candidates may be excluded from the selection procedure if they did not provide a personal email address (account), there is no internet connection, the connection test is not passed, they are not reachable on the indicated day or at the established time, or in case they do not display a valid ID card. The University of Insubria is not liable should technical issues impede to regularly carry out the interview.

Further information is available on the University's website at: <https://www.uninsubria.it/servizi/didattica-distanza>.

5 - EVALUATING COMMITTEE

The Committee in charge of the comparative evaluation of the candidates will be appointed with Rectoral Decree and is composed of at least three members among the University's tenured professors and researchers (two of which should be full- or assistant professors), to which may be added, on the proposal of each Doctoral Program Committee, no more than two external experts, even foreign ones, chosen from highly qualified public and private research institutions and structures.

The composition of the Committee must abide by the principles of equal opportunity and gender balance, by allocating to women at least one third of all available positions.

In case of doctoral programs established following international inter-university cooperation agreements, the Committee and admission procedures are defined according to the provisions of the agreements themselves.

With regard to the verified qualities, the Committee assigns each candidate a maximum of 60 points for each test (qualifications evaluation and oral or written test). In case of different evaluation on the part of the Committee members, each of them assigns the candidate a maximum of $60/n$, where n stands for the number of Committee members. The oral or written test is public and is considered passed if candidates obtain a score not lower than $40/60$. At the end of the selection



procedure, the Committee establishes a general ranking list on the basis of the scores obtained by the candidates in the tests.

The test results will be disclosed through official publication on the University's website. Publication substitutes to all effects any personal communication.

The candidates who, according to the final ranking list, figure among those admitted to the course, forfeit their role if they do not notify in writing their acceptance by the deadline indicated in the ranking list. In such a case, the position will be offered to the first eligible candidate according to the ranking list.

If the Committee compiled a ranking list for each curriculum, candidates will be admitted to each curriculum for the number of positions available for their curriculum. If a smaller number of candidates is admitted to positions with scholarship of one curriculum, the remaining scholarships are appointed to the candidates who participated in the selection procedure for other curricula, according to their ranking lists.

6 – RANKING LISTS AND ENROLLMENT IN THE PROGRAMS

Candidates will be admitted to the programs according to the order of the ranking list for the number of positions available for each Doctoral Program or curriculum.

Candidates that have been effectively placed in the ranking list who do not enroll by the established deadline will be considered forfeiters. The competent offices will provide to update the ranking list, by officially notifying the interested parties.

The ranking lists will be published on the University's website (<https://www.uninsubria.it/la-didattica/dottorati-di-ricerca>).

Publication substitutes to all effects any personal communication. Candidates are expected to check the ranking list, any change in the same and the peremptory limits for enrollment, in the notices published on the website.

Please refer to the enrollment procedure copied at the end of the ranking lists which will be published at: <https://www.uninsubria.it/la-didattica/dottorati-di-ricerca>

Candidates who have been placed in more than one merit ranking list must choose one Doctoral Program only.

Repechages

Any further subsequent scrolling in the ranking list will be communicated by direct notification to the candidates admitted to enrollment, by sending an email to the email address indicated when registering for the admission test.

Entitled candidates will be personally contacted via email, with a message sent to the email address indicated by each candidate when registering to the University's website. Only in this case will the enrollment admission notification be personal.

Entitled candidates who received the notification via email will have to apply for enrollment following the procedure described on the University's website, within the limits indicated in the text of the abovementioned notification.

In any case, the ranking lists and enrollment will close on 31 December 2021.

7 - INCOMPATIBILITY



Enrollment in a Doctoral Program is incompatible with enrollment, in Italy or abroad, in other Doctoral Programs, Bachelor's Degrees, Master's Degrees, 4-year Degrees, First and Second Level Master courses and non-medical specialization schools, with the exception of thesis *cotutelle* agreements

Enrollment in a Doctoral Program is compatible with enrollment in medical specialization schools at the University of Insubria. Joint attendance, which is subject to passing the admission procedure for the Doctoral Program, may be arranged during the last year of the specialization school and is regulated by article no. 8 of the University's Regulations on Doctoral Programs.

Simultaneous enrollment in more than one study course in the same academic year is not permitted (article no. 2, paragraph 2 of the University's Regulations for students).

Enrollment in Doctoral Programs with scholarship is incompatible with any other kind of granted scholarships, with the exception of those for training courses abroad, provided that the training program pursues scientific themes which are in line with the curriculum established by the Doctoral Program Committee, which must deliberate to this end.

Those who already benefited from a scholarship for a Doctoral Program in the past cannot benefit from another one.

8 – ATTENDANCE

The beginning of doctoral programs coincides with that of the academic year.

Admission to a Doctoral Program entails an exclusive and full-time commitment. PhD students are expected to attend the activities provided for their educational curriculum on a regular basis and to totally dedicate themselves to the programs and to carrying out the assigned research activities. The Doctoral Program Committee regulates the attendance procedures for Doctoral Programs.

PhD students, as an integral part of the educational project, may carry out, prior to the approval of the Doctoral Program Committee and without any increase in the scholarship, some tutoring activities for the students of the Bachelor's and Master's degrees, as well as additional teaching activities, up to a maximum of forty hours per academic year.

PhD students are expected to follow the "Code of ethics, code of conduct and principles of research integrity of the university of Insubria", issued with Rectoral Decree Office no. 656/2020 and effective as of 16 October 2020.

The PhD qualification is obtained at the end of the Doctoral cycle, when passing the final examination, which is subject to the submission of a written dissertation (PhD thesis) that provides an account of an original research project that was carried out with methodological soundness and from which emerged results of an adequate scientific relevance.

The issue of the PhD certificate is subject to the submission by the candidates of the final thesis in the University's open access institutional repository, which will ensure its preservation and public consultation, in its entirety or in a partial manner, and even in the bibliographic data alone.

A B2 English language certificate constitutes a necessary requirement to obtain the PhD qualification (starting from PhD students of the XXXII cycle).

These must be attested by an officially recognized certifying body, in accordance with the provisions of the Common European Framework of Reference for Languages - CEFR.



For further information, please go to: <https://www.coe.int/en/web/common-european-framework-reference-languages/home>

9 – SCHOLARSHIPS

Each Doctoral Program is equipped with scholarships to attend the program, which are assigned to the candidates following the order of the ranking list and for the number of available scholarships.

The scholarships have an annual duration and are renewed on the condition that the PhD student completed the program of the previous year, as verified according to the procedures established in the Regulations, without prejudice to the obligation to correspond the scholarship after having passed the verification.

The amount of the scholarship is increased by 50% for a total period no longer than 18 months, if the PhD student is authorized by the Doctoral Program Committee to carry out research activities abroad, for a period of no less than thirty days.

The annual amount of the scholarship is of 15,343.28 €. The Doctoral Program Scholarship is subject to the payment of social security contributions through the “gestione separata INPS”, in accordance with current regulations on the subject.

10 – ACCESS AND ATTENDANCE FEES

All PhD students (both with and without scholarship) are expected to pay an annual fee of 156.00 €, in accordance with the provisions of the “Regulations on student fees for the academic year 2021/2022” available at www.uninsubria.it.

With regard to any insurance charges in accordance with current regulations on the matter, please refer to the enrollment forms.

11 – PROCESSING OF PERSONAL DATA

Pursuant to the legislative decree no. 196 of 30 June 2003 and following amendments and additions (“Personal data protection code”) and to the General Data Protection Regulation – EU Regulation no. 2016/679, the notice on the treatment of personal data is published on the University’s website at: <https://www.uninsubria.it/la-didattica/dottorati-di-ricerca>

12 – NOTICE ON THE APPLICATION OF THE REGULATIONS FOR THE PREVENTION OF CORRUPTION

The University, in implementing the regulations on the matter, has adopted its three-year Plan for the prevention of corruption and appointed a Committee for the Prevention of Corruption:

The three-year Plan is published on the institutional website at www.uninsubria.it/amministrazione-trasparente/disposizioni-general

Reports may be sent to: anticorruzione@uninsubria.it

13 – RECRUITMENT AND HRS4R



The recruitment of PhD students (or Early Stage Researchers, following the European definition) will conform to the European Charter for Researchers (ECR) and the Code of Conduct for the Recruitment of Researchers (CCR), which provide the general framework for the guidelines and requisites for the roles, responsibilities and rights of these positions, guaranteeing that selections procedures are open, transparent and meritocratic.

The University of Insubria received the European Quality Award “HRS4R - Human Resources Strategy for Researchers” in February 2019: such certification recognizes organizations their efforts to implement the Charter and Code in their policies and practice, and identifies the universities and institutions which create and promote a stimulating and encouraging research environment.

14 - ADMINISTRATIVE PROCEEDINGS

Pursuant to Law no. 241 of 7 August 1990 and following amendments and additions, the person in charge for the administrative proceedings for the selection procedure is Doctor Luca Azimonti, Research and Internationalization Office. For information, please call 0332 397216/13 or write to: scuola.dottorato@uninsubria.it

15 – REFERENCE REGULATIONS

For any other matter not specifically covered by the present call, the University of Insubria abides by current regulations on the matter and by the University’s Regulations on Doctoral Programs. For information on selections procedures, please write to: scuola.dottorato@uninsubria.it

Varese, *digital signature date*

The Rector
Professor Angelo Tagliabue
Digitally signed



Attachment 1 to the admission call for Doctoral Programs, XXXVII cycle

METHODS AND MODELS FOR ECONOMIC DECISIONS	
Scientific field	13 - Economics and statistics
Academic disciplines	SECS-P01, SECS-P02, SECS-P03, SECS-P04, SECS-P05, SECS-P06, SECS-P07, SECS-P08, SECS-P12; SECS-S03, SECS-S06.
Coordinator	Professor Ivan Moscati ivan.moscati@uninsubria.it
Duration	3 years
Administrative headquarters department	Economics
Scholarships	6
Positions without scholarships	0
Evaluation criteria and suitable qualifications	<p>Assessable qualifications; up to 60 points:</p> <ul style="list-style-type: none">– graduation final mark (up to 15 points);– relevance of the final dissertation for the PhD topics (up to 15 points; the applicant must submit an abstract of the thesis or its integral version);– publications and conference presentations on topics relevant for the PhD program (up to 5 points);– training activities and professional experience relevant for the PhD (up to 5 points);– any other assessable qualification, including language certifications, and up to 3 recommendation letters (up to 20 points). <p>Only applicants awarded with a minimum of 40 points on the qualification assessment are admitted to the interview.</p>
Test type:	<p><u>Only applicants who have obtained at least 40 points in the qualification assessment are admitted to the interview.</u> Applicants are interviewed on their scientific interests and their motivations for applying to this specific PhD program. The interview can be evaluated <u>up to a maximum of 60 points</u>, and is considered as passed only if the applicant obtains at least 40 points.</p> <p>The interview, which is public, tests the basic knowledge of economics and quantitative topics, as well as the knowledge of English, and could involve a discussion of possible research lines related to the PhD. Applicants may perform the interview in English or Italian.</p>



Test schedule	Time and place for the test will be communicated with a notice on the website at: www.uninsubria.it/bandodottorati .
	The letters of recommendation will be directly entered by the contact person in the online procedure: candidates will have to enter the name and email address of the identified contact person while registering online to the selection procedure