



Unisr

Università Vita-Salute
San Raffaele



Finanziato
dall'Unione europea
NextGenerationEU



Call for Applications for the assignment of new PhD Fellowships and reassignment of the non-attributed PhD Fellowships in the previous Call for the admission to the International PhD Course in Molecular Medicine

RECTOR'S DECREE NO. 8484

THE RECTOR

- **Having considered** the statute of the Vita-Salute San Raffaele University of Milan, approved by the Decree of the Minister of University, Scientific and Technological Research of August 2nd 1996 and following amendments and integrations;
- **Having considered** article 4 of Law no. 210 of July 3rd 1998;
- **Having considered** the Ministerial Decree no. 226 of December 14th, 2021 "Regulations on the methods of accreditation of the PhD Courses and sites, and criteria to be followed by the accredited bodies to start PhD Courses";
- **Having considered** article 19 of Law no. 240 of December 30th 2010;
- **Having considered** the Directorial Decree no. 931 of 6th June, 2022 - notice for the granting of funding for research initiatives for innovative technologies and pathways in health and welfare sectors;
- **Having considered** the Circular on the procedures for the entry, stay, enrollment of international students and the relative recognition of qualifications, for higher education courses in Italy - academic year 2023/2024;
- **Having considered** the Vita-Salute San Raffaele University Regulations for PhD Courses issued with Rector's Decree no. 8394 of October 9th, 2023;
- **Having considered** the MUR [Ministry of University and Research] Memo of August 5th 2013 - Practical Guidelines on publication of the Calls for admission to the Ph.D. Course;
- **Having considered** the Ministerial Decree no. 301 of March 22nd, 2022 - "Guidelines to accredit PhD Courses pursuant to Article 4, paragraph 3, of the Regulation referred to DM 14 December 2021, n. 226";
- **Having considered** the Law n. 22 of April 12th, 2022 - Provisions on simultaneous enrolment in two higher education courses and the Ministerial Decree n. 930 of July 29th, 2022;
- **Having considered** the competent academic and administrative bodies' resolutions;
- **Having considered** the positive opinion of Cineca for the accreditation;
- **Having considered** the Rector's Decree n 8230 of June 6th 2023 (hereinafter referred "Call for application") for the admission to the International Ph.D. Course in Molecular Medicine, XXXIX cycle - A.Y. 2023/2024;

Università Vita-Salute San Raffaele

Via Olgettina 58 - 20132 Milano

Tel. +39 02 91751 500

P. IVA 13420850151 - Cod. Fisc. 97187560152 - N° REA MI-1511742

www.unisr.it

- **Having considered** that 12 of the 49 project-based fellowships positions available were not assigned;
- **Having considered** that 5 of the not assigned positions have been accepted to be allocated for the same A.Y. 2023/2024;
- **Having considered** that in the above-mentioned 5 positions, 2 positions were partially financed by the funds deriving from Ministerial Decree n. 117 of March 2nd, 2023 and that now they have been accepted to be fully financed by other funds
- **Having considered** that after the publication of the Call for Application other 9 new positions have become available;
- **Having assessed** it appropriate to proceed with the assignment of the afore-mentioned 11 position;

HEREBY DECREES

Article 1 Institution

Vita-Salute San Raffaele University of Milan (hereinafter "UniSR") announces the XXXIX cycle for the academic year 2023/2024, and the Call for Application for the **International PhD Course in Molecular Medicine** (hereinafter the "Course") for the assignation of 11 positions

The Course Coordinator is **Prof. Carlo Tacchetti**.

The Course consists of the following Curricula:

- Cellular and Molecular Biology
- Basic and Applied Immunology and Oncology
- Experimental and Clinical Medicine
- Neuroscience and Experimental Neurology
- Gene and Cell Therapy

UniSR announces the Call for Applications for the admission to the three-year PhD Course.

The following **11 positions** will be assigned through the present Call:

- 2 fellowships as part of the funding from the Directorial Decree no. 931 of 6th June, 2022 - notice for the granting of funding for research initiatives for innovative technologies and pathways in health and welfare sectors;
- 9 fellowships from other types of funding.

The details of the projects are listed below while the description is available on the UniSR website: <https://www.unisr.it/en/offerta-formativa/medicina-chirurgia/post-lauream/dottorato-medicina-molecolare>.

The 11 funded three-year project-based fellowships are divided among the 5 curricula as follows:

Curriculum: Basic and Applied Immunology and Oncology

Project-based fellowships: **4** for the following projects:

Project 1 (BAIO1): "Dissecting Integrated Stress Response-driven metastatic potential and drug resistance in patient-derived models of colorectal cancer"

Supervisor: Dr. Paola Falletta

Unit: Experimental Imaging Center – IRCCS Ospedale San Raffaele

Funded in the context of financing pursuant to D.D. 931 of 6th June, 2022

Project 2 (BAIO2): "Harnessing T and iNKT cells with CD1 restricted TCRs for adoptive immunotherapy of leukemia"

Supervisor: Dr. Giulia Casorati

Unit: Experimental immunology Unit – IRCCS Ospedale San Raffaele

Project 3 (BAIO3): "Molecular basis of B-cell receptor cell-autonomous signalling in chronic lymphocytic leukemia"

Supervisor: Dr. Massimo Degano

Unit: Biocrystallography Unit – IRCCS Ospedale San Raffaele

Financing body: AIRC

Reference code of the project: IG 25764

Title: Structural and functional analysis of B-cell receptor signalling in chronic lymphocytic leukaemia

Project 4 (BAIO4): "Therapy-induced transcriptional changes and metastatic ability of single circulating tumor cells (CTCs) and CTC clusters in breast cancer"

Supervisor: Dr. Emanuela Fina

Unit: Thoracic Surgery Unit – IRCCS Ospedale San Raffaele

Curriculum: Experimental and Clinical Medicine

Project-based fellowships: **2** for the following projects:

Project 1 (ECM1): "Improving diagnosis, monitoring and treatment in cancer patients through artificial Intelligence predictive models"

Supervisor: Prof. Francesco De Cobelli

Unit: Radiology Unit– IRCCS Ospedale San Raffaele

Funded in the context of financing pursuant to D.D. 931 of 6th June, 2022

Project 2 (ECM2): "Circulating tumor cell longitudinal monitoring as a non-invasive test for relapse risk scoring in patients with operable breast cancer"

Supervisor: Prof. Oreste Davide Gentilini

Unit: Breast Surgery Unit– IRCCS Ospedale San Raffaele

Curriculum: Neuroscience and Experimental Neurology

Project-based fellowships: **2** for the following projects:

Project 1 (NEN1): "Systems Immunology in Neurological Disorders"

Supervisor: Dr. Cinthia Farina

Unit: Immunobiology of Neurological Disorders – IRCCS Ospedale San Raffaele

Project 2 (NEN2): "AAV-mediated gene therapy to treat inherited neuropathies with aberrant myelin"

Supervisor: Prof. Alessandra Bolino

Unit: Human Inherited Neuropathies – IRCCS Ospedale San Raffaele

Curriculum: Gene and Cell Therapy

Project-based fellowships: **3** for the following projects:

Project 1 (GCT1): "Patient-derived Treg manufacturing for adoptive Treg therapy"

Supervisor: Prof. Chiara Bonini

Unit: Experimental Hematology Unit– IRCCS Ospedale San Raffaele

Project 2 (GCT2): "Unravelling the molecular mechanisms underlying IL-10 induced tolerogenic features in human dendritic cells"

Supervisor: Dr. Silvia Gregori

Unit: Mechanisms of peripheral tolerance Unit – IRCCS Ospedale San Raffaele

Progetto 3 (GCT3): "To model and study mechanisms of disease and disease correction in clinically-relevant gene therapy settings using hiPSC-based 2D/3D *in vitro* platforms"

Supervisore: Dr.ssa Angela Gritti

Unit: SR-Tiget, Unit of Gene/Neural Stem Cell Therapy for Lysosomal Storage Diseases – IRCCS Ospedale San Raffaele

The positions with fellowships awarded by external funding will be activated only if the agreement for each fellowship is successfully made. If these positions are not activated, the number of positions without scholarship may decrease too.

The number of fellowships may be increased by subsequent measures as a result of additional funding. In this case the deadline for the submission of the applications for admission would remain the same.

The terms for the allocation of the above positions are indicated in art. 5

It is recommended that candidates, who intend to select a funded project-based fellowships, should contact the proposing Supervisor, possibly before submitting the application for admission to the current call, in order to have more details on the characteristics of the chosen project. Indeed, for some of them there may be specific obligations that must be followed during the course of the project.

Article 2 Admission requirements

The application to the International PhD Course in Molecular Medicine can be submitted, regardless of age or citizenship, by those holding a 5-year University Degree (according to the old Italian regulation), a Master's Degree according to the new Italian regulation (hereinafter the "Degree") or an equivalent foreign academic qualification. The suitability of the foreign qualification is verified beforehand by the Committee of admission to the PhD Course, in compliance with the legislation in force in Italy and in the country where the title was issued also under international agreements on the recognition of qualifications for the continuation of studies.

Those who have already been enrolled (also in another University) in a PhD Course with a fellowship position and have obtained the PhD title, must not apply for this call for applications as positions without fellowship are not available.

For those who have obtained more than one academic qualification, the one entered in the application form will be considered for the participation in the Competition.

The following candidates can apply "*sub condicione*", students enrolled in the last year of a Master's degree, only if they **have already taken all exams when submitting the online application, and will graduate before the enrollment to the PhD Course**, if not, this implies the forfeiture of the status of PhD student. Candidates admitted "*sub condicione*", *if winners of a position*, they must give evidence of having graduated sending the required documentation for enrollment, as per art. 7 of this Call for Applications.

Those who have already a second-level qualification suitable for eligibility for a PhD Course and who are about to obtain an additional second-level academic qualification, will not be considered as "*sub-condicione*" undergraduates but the qualification already obtained will be evaluated for this competition.

Italian, EU and non-EU citizens holding an academic degree awarded abroad, not yet declared equivalent to an Italian degree, must upload in addition the documents listed below in order to have the degree recognized by the Admission Committee as being eligible for this PhD competition purpose only:

1. Copy of the original Master's Degree Diploma (only if the diploma has already been issued by the University);
2. Copy of the original Bachelor's Degree Diploma and certificate with the indication of the degree, if obtained abroad. This must include also the official record of the degree including the list of the exams passed and the relevant marks translated into Italian or English;
3. Certificate of the Master's degree including the list of the exams passed and the relevant marks translated and validated by an Italian diplomatic representation (Embassy or Consulate) of the country where the degree was awarded, or a similar document in English issued by the University which issued the qualification;

4. DV document (declaration of value – “dichiarazione di valore in loco”) to be requested from the same diplomatic representation, or if available for release, the certificate of comparability issued by CIMEA (Information Centre on Mobility and Academic Equivalences).

Instead of the certificate indicating the official record of the degree with the list of the exams passed during the Bachelor and/or Master’s Degree, it is possible to present the diploma supplement in English with the same information required for the certificate and issued by the University in which you got your academic qualification.

In case a candidate is unable to submit the documents referred to in point 4), together with the application to be admitted to this competition, or in case he/she submits the documents described in point 3) in English, the Admission Committee will decide whether to admit the candidate with provisional admission pending the assessment of qualifications step of the selection process.

In order to be eligible and not be excluded from the competition, candidates admitted with “provisional admission” and/or “*sub condicione*” to the selection, if winners of a position, must proceed as follows:

- students admitted “*sub condicione*”, must give evidence of having graduated within the enrollment to the PhD Course
- students admitted with “provisional admission”, must submit the certificate as defined under item 3) and 4). by January 15th 2024,

If the documentation submitted make it impossible to declare the foreign degree equivalent to an Italian eligible degree, the winning Candidate admitted with provisional admission will not be considered eligible and will be excluded from the competition.

A good knowledge of English language is required for all Candidates. Interviews will be held in English.

Article 3 Admission applications

Applications can only be made online through the Reserved Area using the following UniSR website link: <https://univr.esse3.cineca.it/Home.do>.

In order to be admitted to the selection Italian, EU and non-EU citizens must pay € 50,00 fee following the instructions indicated on the online registration form.

Please note that the payment of the fee by itself does not imply that the candidate has registered correctly to the selection unless all the steps indicated in the form have been fulfilled. The fee will not be reimbursed for whatever reason the candidate does not participate in the admission selection.

Registration to the selection consists of four steps:

1. Registration of personal data;
2. Login to the website through the appropriate link;
3. Online payment of the fee
4. Filling out the application form and uploading the required documentation.

Upon submitting the application, the candidate will receive a confirmation email.

Registration and application for the competition will open on November 10th, 2023 and will close at 1:00 pm December 13th, 2023.

Please note that all time indications in this Call refer to the local time in Italy.

Please be aware that each candidate is responsible for the details s/he indicates during registration, application and enrolment procedures. In case of wrong, missing or untruthful data, the candidate will be excluded from the final ranking list and, therefore, from the possibility to be enrolled. The University administration will perform random checks on the information provided by the candidates.

The application, must be filled out and submitted using the electronic form provided through the link available after the registration of personal data. It is drawn up as a self-certification, pursuant to art. 46 and 47 of DPR 445/2000 and ss.mm. and is valid as such for all purposes of law.

The documents uploaded relating to the academic degree awarded, must be drawn up as self-certifications according to the relevant above-mentioned law.

In the application candidates will provide a description of their current research activities, their scientific interests and any information required in the online form. Under their own responsibility they must:

1) Declare:

- name and last name, tax code (for Italian or foreign candidates resident in Italy) or passport number (for those non-resident in Italy), date and place of birth, permanent address, telephone, email address and citizenship;
- academic qualifications (Bachelor's and Master's degrees) awarded including the date and the University in which it was awarded. If the degree awarded abroad has already been declared equivalent to an Italian degree, candidates shall indicate the reference of the document attesting the equivalence.
- any enrolment in another degree in accordance with the provisions of Law No. 33 of April 12th 2022 and Ministerial Decree No. 930 of July 29th, 2022. In this case, the candidate must provide an appropriate self-certification indicating the degree in which he is enrolled, the year, the University of enrolment and the training program.

It is up to the Academic Board to assess the admissibility of double enrolment based on the cultural coherence of the two courses, on the time commitment and the distance between the locations.

- 2) Indicate the interest for only one project-based fellowship;
- 3) Immediately notify any change of permanent address;
- 4) Declare to be aware that the admission to the PhD Course involves an exclusive, full-time commitment to the assigned research project, and declare to attend the educational and/or research activities of the International PhD Course in Molecular Medicine with full commitment.

In the application, the candidate may also indicate up to two referees, as per article 5, letter c) of this Call. Please be aware that the reference letters will be relevant for the assessment.

Referees will receive an automatic email having attached:

- the form for the reference letter (**Annex 1**);
- the link to upload the letter.

The Referees must upload the reference letters (drawn up according to the form **Annex 1 and in pdf format**) on the website through the link received via email, **within 2 days from the deadline for submission of application by the candidates, and then December 15th, 2023.**

Reference letters will be rejected if they are not drafted according to the form “**Annex 1**” or if submitted with methods different from the ones described above. Candidates will not be allowed to read their reference letters.

Candidates are responsible for the data submitted. They can contact the referee(s) to request the letter and to check that it is submitted as required by this Call within the defined deadline.

The PhD Office will not solicit the submission of the letters.

The application (submitted through the electronic form) can be filled out either in Italian or English.

After submitting the online application, the candidate must upload the following documentation as single PDF files through the same online registration system:

- Duly signed application Form;
- A self-certification, according to the relevant DPR 445/00, of the Bachelor's Degree indicating the graduation mark or a copy of the diploma supplement issued by the University in which the degree was obtained accompanied by substitutive declarations of affidavit;
- A self-certification according to the relevant DPR 445/00, of the Master's Degree (according to both to old and new Italian University regulation) indicating the passed exams and graduation mark or a copy of the diploma supplement issued by the University in which the degree was obtained accompanied by substitutive declarations of affidavit

- Copy of a valid identity document;
- **ONLY for candidates admitted "sub condicione"**:
 - If not yet graduated when submitting the online application, a self-certification stating that all the exams required for graduation (Master's Degree) have been passed as well as the list of all exams taken including the relative marks and the **WEIGHTED AVERAGE** of all grades;
- **ONLY for candidates enrolled in the last year of a Residency Program, a self-certification stating that they will finish the Program by the end of January 2024**
- **In the case of manuscripts accepted for publication but not yet available in the public databases,** letter of acceptance by the editors.

Moreover, candidates with a degree awarded abroad, which has not yet received a declaration of equivalence to an Italian degree, should submit with the application any document that may be useful for the Admission Committee to declare its equivalence, as set forth by article 2 of this Call.

Please use **Annex 2** of this Call to fill out **self-certifications**.

Will not be accepted:

- Incomplete applications and/or submitted after the deadline will not be taken into consideration
- Certificates/Diploma Supplements unless the candidate provides a self-declaration which states that the copy complies with the original document.
- self-certifications according to DPR 445/00 not duly signed.

In case a candidate attests other circumstances provided for by Articles 46 and 47 of Italian Presidential Decree no. 445/00, he/she shall avail himself of what is set forth in Italian Presidential Decree no. 445/00, as amended and integrated, governing substitute declarations by using **Annex 2**.

Candidates with disabilities, pursuant to Law no. 104 of February 5th, 1992, as well as candidates with temporary disabilities of any kind, can make an explicit request, in relation to their disability or incapacity, for the necessary aids, as well as to any additional necessary time to be able to take the test specified in this Call for Application.

Candidates falling within the scope of the Law no. 170 of October 8th, 2010, dealing with New rules on specific learning disabilities in the school environment, will be able to request the benefits provided by the Ministerial Decree no. 5669 of the Ministry of University and Research of July 12th, 2011.

These requests, duly accompanied by a specific medical certificate, must be sent to the e-mail address inclusione@univr.it by the deadline for the submission of applications set out in this Call.

It should also be noted that candidates diagnosed with specific learning disabilities, pursuant to law no. 170/2010, must attach suitable certification issued by National Health Service (NHS)

structures or by specialists and structures accredited by the same, for no more than 3 years if carried out when underage.

The Inclusion Service will respond to each request to the candidate's e-mail address.

Article 4 Educational curricula.

This Call includes positions with and without a fellowship for the Curricula listed below.

- a) Basic and Applied Immunology and Oncology
- b) Experimental and Clinical Medicine
- c) Neuroscience and Experimental Neurology
- d) Gene and Cell Therapy

The description of each Curriculum is available on the website at the following link: <https://www.unisr.it/en/offerta-formativa/medicina-chirurgia/post-lauream/dottorato-medicina-molecolare>.

Article 5 Procedure for the Admission to the PhD Course

Admission to the PhD Course consists in a two-stage comparative evaluation procedure as defined below.

For the purposes of the final ranking, up to 30 points out of 100 can be given in the first assessment phase for the candidates' qualifications, for the declaration of interest and information on one's training and research experience as included in the application for admission to the competition and for the references. Up to 70 points can be given during the second assessment phase.

The final rankings will be published as indicated below and they will show the score, the name and surname and the birthdate of the candidates.

5.1. First assessment phase

This phase is carried out by the Committee and it does not require the presence of the candidates. It concerns the evaluation of:

- a) The qualifications submitted:
 - curriculum vitae and other information in the electronic form;
 - degree (5-year degree, as per old Italian regulation, Bachelor's Degree or Master's Degree) and graduation marks (including BD);
 - any publication on international journals or submission of abstracts to conferences as declared in the current Call for Application for admission
- b) The written dissertation describing the candidates' research interests;
- c) The reference letters submitted by recognised scientific or academic experts mentioned by the candidates in the application form. These authoritative personalities

acknowledge the scientific qualities of the candidates by virtue of their institutional tasks (as per **Annex 1**).

On the basis of the documentation received and the preliminary assessment criteria, the Selection Committee will proceed with the comparative evaluation of the candidates and then will prepare the ranking of the first evaluation phase.

Only candidates who have obtained a score higher than or equal to 50% of the maximum score for the first evaluation of academic qualifications (30 points) will be admitted to the second phase, as per Art. 5.1, items a), b), c).

The ranking of the first phase of the selection will be published on the online Albo d'Ateneo [University Board], and/or on the University website (<https://www.unisr.it/en/offerta-formativa/medicina-chirurgia/post-lauream/dottorato-medicina-molecolare>) at least three days before the start of the second phase of the selection. The publication on the websites and/or boards shall be considered the official notice.

The candidates will be provided with three scientific publications selected by the Committees. The candidate will have to choose one to discuss during the interview.

After the publication of the list, and for information purposes only, candidates eligible for the second assessment stage will receive a communication to the email address indicated in the application form. Failure to receive the email will not be considered as an objection for the missed opportunity to participate to the subsequent assessment stages.

5.2. Second assessment phase

This phase consists in an interview held in English, eventually via video conference, with the Admission Committee. The assessment criteria used shall be those already established by the Committee.

The interview will assess the general and specific competences, their motivation to pursue the PhD Course and their further professional research development; since it will be held in English, it also represents a language test.

During the interview the candidate will be asked to:

- Give a presentation about the research activity carried out before or after the Master's Degree.
- Discuss one of the three scientific publications provided by the Committee.

The interview focuses on assessing the candidate's ability to analyse data, knowledge of the technologies used and the research field and the ability to evaluate data in a given field.

During the interview the candidate will need to show one of the following identification documents: identity card, driving licence, passport or any other document issued by a state authority and provided for by law with a photograph and a stamp or another equivalent marking.

Candidates unable to take the second phase of the interview at UniSR can ask the Committee to hold the interview via videoconference. The Committee can authorize or deny the interview via videoconference.

At the end of the second assessment phase, the Admission Committee will draw up a final ranking based on a comparative assessment of the candidates and on the evaluation criteria previously established.

Candidates with a final score lower than 60% of the total score (100 points) will be considered non-eligible.

In case of equal qualification of two or more candidates, the younger candidate will be preferred. Fellowships will be assigned based on the personal financial situation, determined pursuant to art.8 comma 4 of D.P.C.M. 5/12/2013 n.159, to the candidate with the lower ISEE for services related to the PhD Courses (nucleo familiare ristretto). For the purposes of the ranking or in the case of equal ISEE, the younger candidate will be preferred.

The final ranking will be published on the online Albo d'Ateneo [University Board], and/or on the University website (<https://www.unisr.it/en/offerta-formativa/medicina-chirurgia/post-lauream/dottorato-medicina-molecolare>). The publication of the final ranking on the websites and/or boards of the enrolment instructions shall be considered an official notice for all purposes.

5.3. Assignment of the positions

Positions are assigned on the basis of the candidate's place in the final ranking and of the preference expressed in the application form.

There will be only one final ranking, which will be updated after each further withdrawal and/or forfeiture.

The publication of the final ranking on the website or any updated rankings will be notified on the website.

At the time of publication of the final ranking list, for information purposes only, the candidates who can proceed with the online enrolment will receive the communication also via e-mail to the e-mail address indicated at the time of submission of the application. Failure to receive the above e-mail cannot excuse a missed enrolment.

Candidates of the first phase awarding a position, must proceed with the registration according to the procedures indicated in art.7 of this call, after the publication of the final ranking,

After the deadlines for the enrollment, candidates who have not complied with the requirements will be considered renouncers. These candidates will be replaced by other candidates according to the order of the ranking. Also, these candidates must meet the deadlines previously mentioned as for the assignment of the projects.

Article 6 Admission Committees

Having consulted the Course Coordinator, the Rector appoints by Decree the Committee in charge for the comparative assessment of the Candidates.

The Committee is composed by the Course Coordinator or Vice-Coordinator and by up to ten Members proposed by the Course Coordinator after having consulted the Curricula Coordinators.

If the number of candidates who have applied for admission to the course is large, the Committee could be divided into 2 or more subcommittees for the second evaluation phase.

Article 7 Instructions to enroll in the courses

Within two days after the publication of the final ranking candidates who won a position must formalize the enrollment through the dedicated webpage, using the login credentials received during the online Registration (<https://unisr.esse3.cineca.it/Home.do>)

All candidates will have to complete the enrollment procedure within the second working day from the online enrollment.

Candidates who will have to proceed with the registration will receive, for information purposes only, a specific communication via e-mail to the e-mail address indicated during the submission of the application. Failure to receive this email message will not be considered as an objection for the missed enrolment to the PhD.

Candidates who do not meet the above deadline will be deemed renouncers and will lose their right to enroll.

By filling out the online application, candidates will also declare:

- To not be enrolled in a Residency Program; if they are, they commit to stop attending it before the start of this PhD Course, or alternatively to be enrolled in the last year of the Residency program and to obtain the degree by the end of January 2024;
- To be aware that the admission to the PhD Course demands an exclusive, full-time commitment to the assigned research project and to attend the educational and research activities necessary to carry out the International PhD in Molecular Medicine with full commitment;
- To be awarded no other fellowship for a PhD Course for which have obtained the title;
- To receive no other fellowship granted for any reason, with exception of those granted by Italian or foreign institutions that are intended to integrate the PhD student research activity abroad.

Unless different instructions are given by the office, Candidates who completed the online enrollment will have to present themselves at the PhD Office to complete the enrollment procedure within two working days from the online enrollment and hand in the following documents:

1. A copy of the receipt of the payment of the first installment of the yearly tuition fee for the admission and the attendance at the course (please refer to Art. 11 below). The payment should be made with the online MAV that the candidate can download at the end of the online enrolment procedure
2. The Enrollment Request form that can be downloaded at the end of the online enrollment procedure, duly filled out and signed;
3. A formal acceptance letter by the Head of the laboratory;
4. Photocopy of both sides of the identity document;
5. One passport-style photograph signed on the back;
6. The documents that candidates admitted to the selection with provisional admission were not able to submit during the application for the admission to the competition (see Art. 2 herein);

Within the 2 working days following the online registration, the aforementioned documentation must be submitted:

1. as **hard copies**:

- Directly handed to the Phd Office or have a third party do it by filling out an authorization approval form (Palazzo Cellini 6° piano - stanza 613 - Milano2 - Segrate);

or

- delivered to the PhD Office (Via Olgettina 58 - 20132 Milan) using one of the following methods:
 - a) by registered mail with return receipt sent to the address mentioned above;
 - b) by a tracked courier service with return receipt sent to the address mentioned above.

Within two days from the online enrolment, the candidates who will submit the documents as per point a) or b) have to send by email to PhD Office (ufficio.dottorati@univr.it) the pdf files listed from point 1) to 6).

2. as a PDF file attached to a certified e-mail which can be sent to: **procedureweb@pec.it**.
The e-mail must be sent only from a certified e-mail address (PEC).

Date of postmark (or the authorised courier stamp) or date of the PEC will serve as proof.

The beginning of the PhD may be postponed, with respect to what is communicated by the PhD Office, only for justified and verifiable reasons.

Candidates who win a three-year fellowship, enrolled in a Residency Program and who will obtain the title within January 2024, must enroll online, complete the enrolment and send the documents enlisted at points 1) to 6) of this article with the same deadlines but the PhD will begin at the end of the Residency Program.

Only for those winners of these positions, failure to obtain the Residency Program degree in the stated/expected time implies the forfeiture of the status of PhD student.

Non-Eu candidates awarded with a position and applying for a Visa will have to:

- enroll online as indicated in the present article;
- complete the enrolment within the two subsequent working days and submit the documents as indicated at point 1) and 6).

The PhD Office will consider the enrolment procedure completed once the candidate provides proof of obtaining a Visa. This must occur within five months from the online enrolment. Failure to meet this deadline will lead to the loss of the position awarded. With regard to the prerogatives of the public employees admitted to the PhD program, please refer to the current legislation and the Regulations for PhD Courses of UniSR.

Article 8 Awarding of the PhD title

PhD students can take the final examination to obtain the title after the end of the legal duration of the PhD Course, equal to 3 years or after the expiration of any extension period requested and authorized pursuant to art 22 of the University Regulations.

The procedures to obtain the degree are detailed in the University Regulations governing the PhD Courses and, in the Course, operating procedures.

Article 9 Obligations and rights of the PhD students

Every year an educational program is established for each Curriculum. Such program provides theoretical and/or practical courses, lessons and seminar activities held by experts that may or may not belong to the PhD Committee.

Without prejudice to the PhD students' rights, pursuant to the regulations in force, the PhD Course demands an exclusive, full-time commitment to the assigned research project, and the PhD students will attend courses, seminars and workshops, as indicated in the University regulation concerning the PhD Courses and as indicated by each curriculum. The participation and attendance to these activities will be certified.

All PhD students will undergo a yearly examination aimed at certifying the completion of all the activities scheduled for the ending year.

As indicated in the University regulations for the PhD Courses, the renewal of the fellowships is subject to the positive result of this examination. The management procedures of the annual assessment are detailed in the University regulation concerning the PhD course and, in the Course, internal regulations.

In addition to what is established in case of failure to pass the yearly examination and upon advice of the PhD committee, the Course Coordinator can propose a temporary suspension for the PhD student or his/her exclusion to the Rector. This must occur with a justified deliberation and after consulting the interested person. It must be the consequence of unjustified or prolonged absences or infringement of the regulations governing the access to the

laboratories or to those indicated in the University Regulations governing the PhD Courses or in the UniSR Disciplinary Regulations.

Only during the legal duration of the Course, students have the right to attend educational and research activities at scientific institutes or laboratories, even abroad, according to the rules and timing established by the Supervisor and for a maximum 12 months, except in the case of a thesis in cotutelle where this period can be extended to 18 months.

The Curriculum Coordinator has the responsibility to explain to the PhD Students their duties and rights.

Article 10 Fellowships

The yearly amount of the fellowship is €18,000.00.

The duration of this kind of fellowship is three years. However, it is renewed yearly upon successful completion of the annual examination. The PhD student must have completed all the activities planned for the previous year, pursuant to the procedures set by the University Regulation for PhD Courses.

For candidates who have previously attended a PhD Course with a fellowship (also in another University) without obtaining the PhD title, following the presentation of the required documentation attesting the partial receipt of the fellowship for the previous PhD Course, the fellowship will be re- proportioned considering the difference between the duration of the PhD Course and the monthly instalments already received.

The fellowships are subject to the INPS [Italian Social Security] separate management contribution, according to the regulations in force.

All PhD students may apply for a budget for periods of research to be carried out abroad.

PhD students awarded with a three-year fellowship who spend a research period abroad will have their fellowship increased by 50% for a maximum of 12 months.

Each year, excluded any period of extension, all PhD students are granted a budget covering research activity in Italy and abroad, in addition to the scholarship and based on the available financial resources. The said budget shall be adequate to type of course and shall amount to at least 10% of the fellowship.

Budget not used within the legal duration of the Course may not be used during the possible period of extension or in the time between the end of the legal duration of the Course and the achievement of the title.

Fellowships cannot be combined with other fellowships, granted for any reason, with exception of those granted by Italian or foreign institutions that are useful to integrate the PhD student research activity by means of periods abroad.

Since the enrolment in the PhD Course demands an exclusive, full-time commitment to the assigned research project, it is not compatible with full-time collaborations (both permanent and fixed-term contract). Other different employment contracts will be evaluated by the Course PhD committee or by the Course Coordinator delegated for this purpose.

Furthermore, the fellowship cannot be combined with other research grants.

The fellowship starts upon the effective start of attendance.

The payment of the fellowship is made in deferred monthly instalments.

Benefits (regional fellowships for PhD Students without a fellowship or research fellowship) will be implemented in accordance with what is provided by the Decree of the President of the Council of Ministers of April 9th 2001 – "Uniformity of treatment as regards the right to attend university studies", pursuant to Art. 4 of Law no. 390 of December 2nd 1991, as amended by Italian Legislative Decree no. 68 of March 29th 2012, and the resolutions of the Regione Lombardia [Lombardy Region].

The fellowships are IRPEF [personal income tax] exempt, pursuant to Art. 4 of Law no. 476 of August 13th 1984.

Article 11 Contributions to access and attend courses

All PhD students are bound to pay €1,640.00 for insurance against accidents and third-party liability, duty stamp, regional tax and contributions for the admission to and the attendance at the courses.

The sums to be paid may be subject to change at the time of enrolment in the following years.

The fees are to be paid in two installments that are divided as follows **for the first year**:

- The first payment is € 900 to be paid at the time of enrollment;
- The second payment is € 740 to be paid by April 30th, 2024.

Article 12 Processing of personal data

Pursuant to CE Regulation no. 679 of the European Parliament and the Council of 27th April 27th 2016 concerning the protection of individuals with regard to the processing of personal data, and in accordance with the free circulation of such data and Legislative Decree no. 196 of 30 June 2003, University commits to guarantee the confidential nature of the information provided by the candidates. All personal data provided will be processed only for the purpose of the selection and for possible management of the relationship with the University, in accordance with the regulations in force.

Those who apply for admission to the PhD Program, pursuant to this call, are required to read the information on the processing of personal data (**Annex 3**) which describes the information collected, the reasons for the processing of personal data and candidate rights.

Article 13 Reference regulations

For anything that is not covered by this Call for Applications, reference is made to Italian Ministerial Decree no. 226 of 14/12/2021 ("Regulations on the methods of accreditation of the PhD Courses and sites and criteria to be followed by the accredited bodies to start PhD Courses"),

to the Regulation for PhD Courses of the Vita-Salute San Raffaele University, as applicable, and to the laws and regulations governing PhD Courses.

This Call for Applications, drafted in Italian and English, has been published on the online noticeboard of the University, on the European website Euraxess, and on the website of the Ministry, the online Albo d'Ateneo and/or the University website (<https://www.unisr.it/en/offerta-formativa/medicina-chirurgia/post-lauream/dottorato-medicina-molecolare>).

Please be advised that the Italian version of this Call for Applications is the only legal means of communication of the relative contents and in case of dispute, the Italian version shall prevail

Article 14 Person in charge of the procedure

Pursuant to Law no. 241 of 07 August 1990, as amended and integrated, the person in charge for the administrative procedure for this call is Dr Cristina Cerutti – PhD Office –Vita-Salute San Raffaele University, via Olgettina 58, 20132 Milan – Italy.

Milan, November 8th, 2023

The Rector
Prof. Enrico Gherlone



Lettera di referenza / Reference letter
ALLEGATO 1/ ANNEX 1

La presente lettera può essere compilata in italiano o in inglese/
This reference letter may be filled out in Italian or In English

Riferimento del Candidato/a e del Referente Applicant and Referee details			
Nome del Candidato <i>Name of Applicant</i>			
Corso di Dottorato per cui ha presentato domanda <i>PhD Course for which the applicant has applied</i>		Corso di Dottorato di Ricerca Internazionale in Medicina Molecolare International PhD Course in Molecular Medicine	
Nome del Referente <i>Name of Referee</i>		Titolo Title	
Affiliazione <i>Institution /Organisation</i>			
Email			
Phone			

Reference for UniSR graduate application							
<i>Il Coordinatore del Corso di Dottorato apprezzerrebbe una sua valutazione del candidato</i> <i>The Coordinator of the PhD Course will appreciate your evaluation of the applicant's capacity.</i>							
Per quanto tempo ha supervisionato il Candidato/a <i>How long have you known the applicant?</i>							
In quale veste ha conosciuto il candidato <i>In what capacity have you known the applicant?</i>							
Per favore, valuti il Candidato confrontandolo con altri studenti da lei supervisionati (laureandi dal vostro istituto o attuali studenti senior presso l'istituto): <i>Please rate the applicant in comparison with other students known to you (either undergraduates from your institution or current senior students at your institute):</i>							
ATTITUDINE ALLA RICERCA/RESEARCH SKILLS	Top 2%	Top 5%	Top 10%	Top 25%	Top 50%	Bottom 50%	
Potenziale Accademico / Academic potential							
Capacità di ragionare in modo indipendente: creatività, curiosità, fiducia nelle proprie idee <i>Intellectual independence: creativity, curiosity, self-confidence</i>							
Capacità di giudizio: capacità di valutare una problematica, consapevolezza, determinazione <i>Capacity for analytical thinking: ability to analyse a problem, consciousness and determination.</i>							
Attitudini alla ricerca: capacità pratiche e di comunicazione <i>Research skills: bench work, scientific communication</i>							
Motivazione / Motivation for graduate study							
SOCIALE/SOCIAL	Top 2%	Top 5%	Top 10%	Top 25%	Top 50%	Bottom 50%	
Maturità / Maturity							
Affidabilità: senso di responsabilità <i>Reliability: dependability and responsibility</i>							
Capacità di lavorare in gruppo <i>Ability to work with others</i>							
Note: Non compilare se impossibilitati ad esprimere un giudizio <i>Note: leave blank if unable to assess</i>							

Firma/Signature:
Data / Date:

Lettera di referenza / Reference letter

ALLEGATO 1/ ANNEX 1

La presente lettera può essere compilata in italiano o in inglese/
This reference letter may be filled out in Italian or in English

Per favore, scriva un giudizio sul Candidato/a e sull'esperienza nell'ambito della ricerca (se preferisce può scrivere una lettera su carta intestata e allegarla al presente modulo)

Please write an assessment of the Candidate and his/her research activity (you may write a separate letter and attach it to this form):

Firma/Signature:

Data / Date:

La ringraziamo per la sua valutazione

Thank you for completing this evaluation.

Per favore, inviare la valutazione entro il 15 dicembre 2023.

*Please return this form by **December 15, 2023.***

La valutazione deve essere caricata sul sito tramite il link ricevuto via email.

You must upload the reference letter on the website through the link received in the email.

DICHIARAZIONI SOSTITUTIVE DI CERTIFICAZIONI/ *Substitute declarations of certification*
(art. 46 D.P.R. n. 445/00)
(art. 46 of Italian Presidential Decree no. 445/00)

DICHIARAZIONI SOSTITUTIVE DELL'ATTO DI NOTORIETÀ/ *Substitute declaration of affidavit*
(art. 47 D.P.R. n. 445/00)
(art. 47 of Italian Presidential Decree no. 445/00)

La presente domanda può essere compilata in italiano o in inglese/ This application may be filled out in Italian or in English.

Il/La sottoscritto/a / *The undersigned*

Cognome/Last name

Nome/Name

Codice Fiscale/n° Passaporto (*Tax Code/Passport Number*).....

Nato a/*Place of birth* (prov./*province* ...) il/on Sesso/*Gender* ...

Attualmente residente a /*Currently resident at* (prov./*province* ..)

Indirizzo / *Address* n./*Street Number* C.a.p./*Postcode*

Telefono/*Phone number*. prefisso/*dialling code*..... Numero/*Number*

consapevole che le dichiarazioni mendaci sono punite ai sensi del Codice Penale e delle leggi speciali in materia, secondo le disposizioni richiamate dall'articolo 76 del D.P.R. 445 del 28 dicembre 2000 / *being aware that false declarations will be subject to the penalties set out by the Italian Civil Code and the relevant Italian laws governing this subject matter, according to Art. 76 of Italian Presidential Decree no. 445 of 28 December 2000*)

Dichiara/ Hereby declares:

.....
.....
.....

Il sottoscritto dichiara di avere letto l'informativa di cui all'art. 13 del Regolamento CE n. 679 del Parlamento Europeo e del Consiglio del 27 aprile 2016 e del D.Lgs. 30 giugno 2003, n. 196 e resa nel bando di concorso ed esprime il proprio consenso affinché i dati personali e sensibili forniti possano essere trattati con le modalità e per le finalità ivi indicate/ *I hereby declare to have read the information under the art. 13 of CE Regulation n. 679 dated April 27, 2016 and the Italian Law Decree no. 196/03 and indicated in the call for applications, and hereby agree to the processing of my personal and sensitive data according to the methods and for the purposes described therein.*

Data/*Date*

Il dichiarante/*Signature*.....

PRIVACY POLICY

Vita-Salute San Raffaele University, with registered office in Milan, Via Olgettina 58, tax code 97187560152 (hereinafter the "**University**") undertakes to constantly protect the personal data of data subjects, in accordance with the provisions of Reg. (EU) 2016/679 (hereinafter the "**Regulation**" or "**GDPR**") and of Italian Legislative Decree no. 196 of 30 June 2003 (hereinafter the "**Data Protection Code**").

Data Controller and Data Protection Officer

The Data Controller is Vita-Salute San Raffaele University.

In accordance with the provisions **(i)** of the Regulation (see article 37) and **(ii)** of the CODAU University Administration Association Guidelines, the University has designated GSD SISTEMI E SERVIZI S.C.A.R.L. as its Data Protection Officer (hereinafter "DPO").

The professional nominated by GSD to serve as DPO is Gabriele Tettamanti.

The DPO is at data subjects' service for any information regarding the University's personal data processing operations.

The contacts of the Data Controller and DPO are as follows:

Data Controller's email: titolare.privacy@univr.it

DPO's email: privacy@univr.it

Categories and types of data processed and purposes of the processing

The personal data which you contribute – personal details, contacts, data concerning your academic/educational career, financial data and health data (all together defined as "Personal Data") – are processed for purposes relating solely to the process of selection for and admission to the university course for which you have applied.

Data will be processed in accordance with art. 6, para 1, point e) of the GDPR and, with regard to health data, in accordance with art. 9, para 2, point g). Except for your special categories of data, your personal data may be disseminated through the online publication of the student rankings. You will never be publicly identified by means of your name and/or surname; only your ID code (pre-registration number) will be used.

Compulsory nature of the contribution of data and storage times

The contribution of the Personal Data requested is compulsory and in case of failure to contribute them it will be impossible to proceed with the selection process.

The Personal Data acquired will be stored for a period of 1 year from the end of the selection, after which your data will be completely anonymised.

Data processing procedures

Personal Data are processed using manual and automated tools, by methods strictly correlated to the relative purposes, by means of appropriate security measures and for the period of time required by the current regulatory framework.

Disclosure of data

Your Personal Data will not be disseminated. This will, however, not apply if the disclosure or dissemination of your Personal Data is required, in accordance with the law, by public authorities for the purposes of defence, security or the prevention, investigation or repression of crimes, or by public entities (government bodies, ministries, Inland Revenue, pension and welfare institutions, public health surveillance organisations and the police) in accordance with legal obligations. The aforesaid will usually operate as independent Data Controllers for their respective processing operations.

Data Processor

Your Personal Data may be disclosed to the providers of services strictly related to and necessary for the Data Controller's operations, normally acting as data processors under art. 28 of the GDPR. The full list may be requested from the Data Controller at any time by writing to the contacts provided above.

Authorised processors

Your Personal Data may be processed by staff of the departments assigned to pursue the purposes set out above, who have been specifically authorised to process them and have received appropriate operating instructions in accordance with the provisions of art. 29 of the GDPR.

Transfer of personal data

Personal data acquired by the University will not be transferred outside the EU.

Rights of data subjects

Data subjects are entitled to apply to the University, at any time, for access to their personal data, or for their rectification or erasure, or to object to their processing in the circumstances envisaged by art. 20 of the Regulation, and are entitled to request the restriction of processing in the circumstances covered by art. 18 of the Regulation, and to obtain the personal data concerning them in a structured, commonly used, machine-readable format (portability) in the circumstances envisaged by art. 20 of the Regulation.

Requests must be sent in writing, by email to the Data Controller and the DPO.

Data subjects are entitled at all times to lodge a complaint with the competent supervisory authority (Italian Personal Data Protection Authority), under art. 77 of the Regulation, if they believe that their data are being processed in breach of the current law.

