



POLITECNICO DI MILANO
THE RECTOR

HAVING REGARD TO Law No. 168 of 09/05/1989 "Establishment of the Ministry of University and Scientific and Technological Research", as subsequently amended;

HAVING REGARD TO Presidential Decree No. 382 of 11/07/1980, "Reorganisation of university teaching, related training bracket, as well as organisational and didactic experimentation", as subsequently amended;

HAVING REGARD TO Law No. 476 of 13/08/1984, "Rule on scholarships and doctoral programmes at Universities", as subsequently amended;

HAVING REGARD TO Law No. 210 of 03/07/1998, "Rules on the recruitment of full and assistant professors", as subsequently amended;

HAVING REGARD TO Decree-Law No. 105 of 09/05/2003, "Urgent provisions for universities and research bodies", converted, with amendments, into Law No. 170 of 11 July 2003;

HAVING REGARD TO Legislative Decree No. 196 of 30/06/2003, "Personal data protection code", as subsequently amended;

HAVING REGARD TO Law No. 296 of 27/12/2006, "Provisions for the elaboration of the annual and multi-annual State budget (2007 Finance Act)", as subsequently amended;

HAVING REGARD TO Law No. 240 of 30/12/2010, "Rules on the organisation of universities, academic staff and recruitment, plus devolution of authority on the Government to incentivise the quality and efficiency of the university system", as subsequently amended, particularly 19 "Provisions on doctoral programmes";

HAVING REGARD TO Ministerial Decree No. 45 of 02/2013, "Regulations on the procedure of accreditation of PhD venues and programmes and criteria for the establishment of PhD programmes by the accredited bodies";

HAVING REGARD TO Legislative Decree No. 33 of 14/03/2013, "Reorganisation of regulations on the right of civic access and the obligations of publicity, transparency and dissemination of information by the public administrations, as amended by Legislative Decree No. 97 of 25/05/2016 "Review and simplification of provisions on prevention of corruption, publicity and transparency, rectifying Law No. 190 of 6 November 2012 and Legislative Decree No. 33 of 14 March 2013, pursuant to Article 7 of Law No. 124 of 7 August 2015, on the reorganisation of public administrations";

HAVING REGARD TO Law No. 76 of 20/05/2016, "Regulation of civil partnerships between same-sex persons and regulation of cohabitations outside marriage";

HAVING REGARD TO the Statute of Politecnico di Milano in force;

HAVING REGARD TO the General Regulations in force;

HAVING REGARD TO Rectoral Decree No. 2210 of 12/05/2015 whereby the Regulations on Doctoral Programmes at Politecnico di Milano were issued;

HAVING ACQUIRED the favourable opinions of the Academic Senate and the Board of Governors, at the 18 and 19 December 2017 sessions respectively, as regards the amendments introduced to the Regulations on doctoral programmes at Politecnico di Milano;

HAVING THUS RECOGNISED the need to issue the Regulations on doctoral programmes at Politecnico di Milano with the approved amendments;

HEREBY DECREES

Art. 1

- 1) For the reasons set out in the preamble, the Regulations on Doctoral Programmes at Politecnico di Milano, issued through Rectoral Decree No. 2210 of 12/05/2015, are amended as specified in the regulatory text hereunder, an integral part of this decree. The amendments to the regulatory text are marked in ***bold italics***.

Regulations on Doctoral Programmes at Politecnico di Milano

TITLE I General Provisions

Art. 1 Purposes and scope of application

- 1) ***The Politecnico di Milano has subscribed the European Charter for researchers, issued by the Commission of the European Communities pursuant to recommendation dated 11/03/2005. The Charter is implemented as regards the aspects relevant to these Regulations, and represents an attachment thereto.***
- 2) These Regulations govern the general criteria for accreditation, activation and operation of the PhD Programmes of Politecnico di Milano, pursuant to Article 19 of Law No. 240 of 30/12/2010 and to the associated enabling Ministerial decrees therein contemplated.
- 3) These Regulations likewise govern the organisation and operation of the PhD School of Politecnico di Milano, admission to the PhD programmes, ***the training processes, the provision and management of scholarships, and the careers of PhD students, from registration to attainment of the qualification.***

TITOLO II PhD Programmes

Art. 2

Eligibility requirements for the accreditation of PhD programmes

- 1) The PhD programmes are offered on the basis of the following general eligibility requirements:
 - a) Number of students admitted to each PhD programme not less than 4;
 - b) Scientific topics and related titles sufficiently broad and with reference to the content of a scientific-disciplinary sector or an aggregation of more than one sector;
 - c) Presence in the Board of Lecturers of an adequate number of lecturers and researchers from the ***scientific-disciplinary sectors*** relevant to the programme;
 - d) Availability of sufficient financial resources and specific operational and scientific structures for the programme and for the study and research activities of PhD students;
 - e) Identification of a Coordinator in charge of organising the programme and of tutors, in a number proportionate to the PhD students, in possession of documented scientific production relating to the last five-year period within the area relevant to the programme;
 - f) Any collaborations with public and private subjects, Italian or foreigners, that enable PhD students to undergo experiences within a professional context. Presence of a Reference Committee for each individual course, consisting of qualified subjects from the reference social, economic and cultural context;
 - g) presence of training processes orientated to the conduct of highly qualified research activities with private subjects, public bodies and universities, that stimulate the execution of study periods abroad;

- h) promotion of internationalisation;
 - i) organisation of public seminars for the dissemination of the results of researches by PhD students.
- 2) The assessment of requirements is done by the University Assessment Commission in collaboration with the PhD School.

Art. 3

Activation and renewal of PhD programmes

- 1) ***The PhD programmes are activated upon prior accreditation granted by the Ministry of Education University and Research (MIUR), in the manner set out in Articles 2, 3 and 4 of Ministerial Decree No. 45 of 08/02/2013.***
- 2) The application for activation of a PhD programme is promoted by a Department or by a cluster of Departments and is approved by the PhD School Board, by the Academic Senate, by the Board of Governors, where applicable, and by the Assessment Commission.
- 3) In the activation proposal, ***the proposing Departments must*** ensure the retention of the programme for at least three consecutive cycles, committing at least 12 scholarships over the three cycles.
- 4) Should an inter-departmental PhD programme be activated, the Department serving as administrative venue for the programme must be indicated.
- 5) Should the PhD programme be renewed, the same procedures as those set out in paragraphs 2 and 4 hereof must be followed.

Art. 4

Teaching structure and training contents of PhD programmes

- 1) The PhD programmes of Politecnico di Milano have a duration of no less than three years. The length of the programme may be increased in the event of international agreements, in the presence of agreements with companies or institutions, or wherever the Board of Lecturers deems it fit in relation to the specific characteristics of the activities and/or the research topic. The training activity shall have to envisage at least 18 months at Politecnico di Milano; the said period may be reduced to 12 months in the event of joint doctoral programme. ***Any decreases in the minimum length of stay at Politecnico di Milano shall have to be explicitly authorised by the Board of Lecturers for the programme involved, based on the specificities of individual doctoral programmes.***
- 2) The training project for each PhD programme must envisage:
 - a) ***At least 20 ECTS teaching credits at PhD level;***
 - b) At least 2 years of full-time activity to devote to the research for and development of the PhD thesis;
 - c) The presence of at least one training course entirely run in English.
The PhD course may be structured in Areas, defined as curricula pursuant to Article 6(2) of Ministerial Decree No. 45/2013. Recognition of the ECTS credits achievable by attending teaching courses run by other Universities, summer Schools and cultural Institutions, is done by the Board of Lecturers, which authorises attendance, checks and assesses the outcomes. Linguistic training programmes (Italian or English or some other language and culture) might be provided.
- 3) The Board of Lecturers for each PhD programme draws up the Training Project, stipulates ***any increases in the minimum number of credits each PhD student would have to obtain,*** as well as the teaching and cultural activities of varying type and varying value (teaching, seminars, project workshops, labs) of its own PhD programme, advertising them beforehand.
The Board of Lecturers may also allocate further credits to individual PhD students, wherever the attainment of such credits be necessary to complete the training in fields essential to their research projects.

The PhD programmes shall have to explicitly state in their training programmes the languages in which the activities are conducted.

- 4) The teaching and tutoring activity certified and conducted by the university professors and researchers within the scope of the PhD programmes contributes to fulfilment of the institutional obligations set out in Article 6 of Law No. 240 of 30/12/2010, **pursuant to the methods laid down by the "Regulations on the assignment of teaching and teaching support duties" of Politecnico di Milano.**

TITLE III

Organization of the PhD School

Art. 5

Organization and operation of the PhD School

- 1) The PhD School of Politecnico di Milano (PhD School) is tasked with coordinating the programmes and managing the common activities. The tasks of the PhD School are set out in Article 30 of the Statute of Politecnico di Milano, specifically in Article 30(2). **The School accordingly:**
- a) Formulates the guidelines for the PhD Programmes of the University;
 - b) Promotes and coordinates the common and representation activities;
 - c) **lays down quality criteria and parameters, common to and shared by the University, for the assessment of PhD students**
- 2) The bodies of the PhD School of Politecnico di Milano are: the Head of the School, the Executive Board, the School Board and the Reference Committee. The **PhD School makes use of Administrative Offices identified by specific resolution, with a view to ensuring the implementation of administrative-managerial activities.**
- 3) The Head of the School is a full-time full professor of Politecnico di Milano, elected by the Coordinators of PhD Programmes.
- a) He represents the School with the outside world and vis-à-vis the other University Bodies;
 - b) convenes and chairs the Executive Board, the School Board and the Reference Committee;
 - c) Promotes the quality policy and the certification of PhD programmes, also by relying on the Reference Committee and on external auditors;
 - d) sees to the communication and promotion of the Doctoral Programme.
- The Head of the School may delegate specific tasks to the members of the Executive Board and may identify a deputy Head who represents him in the event of absence or incapacitation.
- The Head of the School may not be Coordinator of a PhD Programme, Head or Deputy Head of Department, Dean or Deputy Dean of School, **Coordinator** of Study Programme Board, or Member of the Assessment Commission. **The Head of the School holds office for three years and may be re-elected only once.**
- 4) The Executive Board consists of the Head **who chairs it, of four coordinators of PhD programmes (elected by the coordinators of all the active programmes), and of managers of the reference Administrative Offices. The Secretarial duties are allocated to one or more persons belonging to the aforementioned offices. The four elected Coordinators hold office for three years and may be re-elected only once.**
- The Executive Board performs the following tasks:
- a) Instructs the conclusion of agreements with external subjects and international cooperation covenants, subject to prior approval by the School Board in the event of covenants and agreements of general interest;
 - b) manages the calendar of PhD Programmes (activation, calls for applications, admission tests, promotion to subsequent years, opening ceremonies and award of qualifications);
 - c) coordinates and promotes inter-disciplinary initiatives between different PhD programmes;
 - d) promotes the procurement of resources at centralised level;
 - e) supports the Coordinators of PhD Programmes in preparing national and international projects;

- f) proposes the review and update of these Regulations;
 - g) performs any other functions allocated by the School Board.**
- 5) The School Board consists of the Head who chairs it, the coordinators of the PhD programmes, ***the PhD student representatives enrolled in the active PhD programmes (up to a maximum of four), and the managers in charge of the reference Administrative Offices. The Secretarial duties are allocated to one or more persons belonging to the aforementioned offices.***
- The PhD student representatives hold office so long as they retain ***their qualification of active PhD students at Politecnico di Milano, and in any event no longer*** than two years. ***The active and passive electorate consists of all the PhD students enrolled with Politecnico di Milano.*** The elections of PhD student representatives are held by the Rector simultaneously with student elections. Should the term of office of one of the four PhD student representatives expire, he will be replaced by the first unelected candidate, according to the order established by the elections. In the absence of any unelected candidates in the first round, the substitute will be elected by indirect elections between the PhD student representatives in the different PhD Courses.
- The Coordinators of more than one PhD programme are entitled to just one vote.
- The School Board performs the following tasks:
- a) It liaises between the School, the Departments and the Boards of Lecturers;
 - b) proposes to the Academic Senate the methods of apportioning the resources for scholarships and for the operation of PhD programmes;
 - c) approves the conclusion of agreements with external subjects and international cooperation agreements;
 - d) approves the methods of coordinating the training activities of the PhD programmes;
 - e) draws up and approves the manifesto of transversal doctoral teaching relating to the transferable skills, which are organised by the PhD school;**
 - f) approves the Training Projects of each PhD programme and proposes their activation to the Academic Senate;
 - g) approves the calendar of the PhD courses (activation, calls, admission tests, promotion to subsequent years, opening ceremonies and award of qualifications);
 - h) **proposes** any amendments to these Regulations;
 - i) **proposes** the composition of the Reference Committee;
 - j) performs any functions allocated by the University academic bodies.**
- 6) The Reference Committee, advisory body in support of the PhD School, consists of qualified subjects from the social, industrial, economic, cultural and academic context external to Politecnico di Milano, and performs the leading role of liaising between the PhD School and the national and international external context.
- The members are designated by the Rector and approved by the Academic Senate, upon proposal of the PhD School Board. The Reference Committee is renewed or reconfirmed every three years.

Art. 6

Teaching, administrative and PhD programme coordination bodies

- 1) The Board of Lecturers and the Coordinator are bodies of the PhD programmes.
 - 2) The Board of Lecturers is tasked with designing and implementing the PhD programme. It must consist of at least 16 teachers, of whom at least 12 full professors, and must not in any event exceed 28 units.
- The Board of Lecturers is renewed and confirmed each year by the Board of the Department where the programme has its administrative centre. The Board thus appointed monitors and coordinates, from the start of the next cycle, the activities of PhD students for all the active cycles during its mandate, substituting in that function for the previous Boards.*** The Departments identify the method of submission and acceptance of the applications for membership of professors and researchers and of PhD student representatives in the

Board of Lecturers. The professors and researchers who intend to apply must be in possession of documented international level research results in the disciplinary fields covered by the programme, especially those achieved during the five years preceding the application for accreditation.

The Board of Lecturers is in charge of the Training Project and of the teaching and administrative activities relating to the PhD programme.

The Departments shall ensure to the PhD students a representation in the Board of Lecturers so as to deal with the educational problems.

- 3) The Coordinator chairs the Board of Lecturers and is tasked with the following:

- a) He coordinates preparation of the annual Training Project and the teaching and cultural activities of the PhD programme;
- b) organizes the general training activity of the PhD programme consensually with ***the Heads of Departments involved, as regards the resources made available by the Departments themselves;***
- c) ***authorises the off-site activities of PhD students and use of the funds available in the Departments in support of the activities of the PhD and the PhD students.***

The Coordinator is elected by the Board of Lecturers from among the full-time full professors who are members thereof; if there is no candidate among full professors, the passive electorate is extended to full-time associate professors. The convening of the Board of Lecturers to elect the Coordinator is done by the outgoing Coordinator or, in the event of absence or incapacitation, by the Dean. The Coordinator holds office for three years from date of commencement of a cycle and may be re-elected for a further three-year period only once.

The Coordinator may appoint one or more deputy Coordinators who stand for him should he be absent or incapacitated.

TITLE IV

Access to PhD programmes and scholarships

Art. 7

Access to PhD programmes

- 1) ***Admission to the PhD programmes of Politecnico di Milano takes place in one of the following ways: Call pursuant to Article 8 of Ministerial Decree No. 45/2013; additional calls; extra-call admissions; transfers and re-enrolments.***
- 2) ***The Call for admission to the PhD programmes pursuant to Article 8 of Ministerial Decree No. 45/2013 is issued annually in order to allocate positions with generic and theme-based (bound, that is, to a specific research topic) scholarships.*** The Call, drawn up in both Italian and English, ***is issued by the Rector of Politecnico di Milano and published online on the website of the PhD School,*** on the European website Euraxess, and on the website of the Ministry. It must set out:
 - a) The PhD programmes activated, along with the indication of the training courses studied during the cycle (if the programme envisages specific internal curricula, called Areas) and of the other subjects involved (if they are joint or ***consortium-based*** Doctoral Programmes);
 - b) the ***maximum number of candidates with or without scholarships*** to be admitted to each PhD programme;
 - c) the number and monetary amount of the scholarships and, as regards each PhD programme, any theme-based scholarships and the allocation criteria;
 - d) ***the taxes to be borne by PhD students;***
 - e) the deadline and method of submitting applications;
 - f) the general and specific subjective requirements stipulated;
 - g) the method of assessing the applications for admission, the qualifications and the curricula;
 - h) the procedures for enrolling in the programmes;
 - i) the method of obtaining the title of PhD holder.

- 3) *Politecnico di Milano issues additional calls with different deadlines and dates of commencement of programmes than those laid down by Article 8 of Ministerial Decree No. 45/2013 for theme-based scholarships mainly or entirely funded by Italian or foreign companies or research bodies, pursuant to agreements between departments and either companies or bodies that envisage an actual sharing of the training and research activities, and a fair apportionment of the liabilities and the method of providing the forms of financial assistance.*
The said calls are issued by the Rector and managed by the Departments where the administrative centres of the PhD programmes involved are situated. They must set out:
- a) *the number of scholarships and the specific topics;*
 - b) *the taxes to be borne by the PhD students;*
 - c) *the deadline and procedures for the submission of applications;*
 - d) *the general and specific subjective requirements stipulated;*
 - e) *the methods of assessing the applications for admission, the qualifications and the curricula;*
 - f) *the procedures for enrolment in the programmes;*
 - g) *the procedures for attaining the title of PhD Holder.*
- 4) *The boards tasked with a comparative assessment of candidates for the calls referred to in paragraphs 2) and 3) hereof are appointed by the Rector, upon consulting the Board of Lecturers of the programmes covered by the calls. The said boards consist of at least 3 members selected from among full and assistant professors, with the possible addition of no more than 2 experts, foreigners included. The experts may fulfil two types of roles:*
- *they may be members of the Board for all intents and purposes and accordingly take part in the assessment of all the candidates;*
 - *they may only take part in the comparative assessment for one or more theme-based scholarships.*
- 5) *Politecnico di Milano admits candidates outside the selection procedures referred to under the two preceding points in the following instances:*
- a) *Agreements with foreign bodies and institutions pursuant to selection and management methods specified in the agreements themselves;*
 - b) *EC and international collaboration projects having specific admission procedures and organisational methods that take into account the characteristics of the individual projects, so long as they are activated within the scope of accredited PhD programmes;*
 - c) *agreements on dual or joint PhD programmes at source;*
 - d) *agreements with companies or bodies that envisage admission to the PhD programme for employees of a company or body aimed at the interaction and integration between university research and the corporate or public world (Executive PhD). To that end, there must necessarily be an agreement between the company or body and the department the PhD programme relates to;*
 - e) *scholarships granted directly by bodies or companies for PhD programmes at Politecnico di Milano.*
- In all cases listed in this paragraph, admission to the PhD programme, upon verification by the Administrative Offices of the PhD School, is subject to a pronouncement of eligibility by the Board of Lecturers and is resolved upon along with the indication, unless already specified in the agreements or in the covenants, of the cycle, the length of the PhD programme, the entry date and any specific procedures on attainment of the study qualification.*
- In cases a), b), c) and d) listed in this paragraph, candidates may be enrolled on different starting dates than the commencement dates of cycles. In case e) (external scholarships without agreement), candidates may only be enrolled at the beginning of the cycle.*
- 6) *The PhD students who have attended for at least one year a PhD programme at another University, **or another PhD programme at Politecnico di Milano**, may apply for **transfer** to (**or re-enrolment in**) a PhD programme activated at Politecnico di Milano on the following conditions:*
- *that the PhD programme **applied for** has kindred training and research objectives;*
 - *that the PhD student documents the programmes and activities undertaken, and that such activities and/or programmes are **wholly or partly** recognised by the Board of Lecturers as*

- equivalent to those demanded by the PhD programme for enrolment at Politecnico di Milano;
- that the PhD student successfully negotiates the assessment by the Board of Lecturers for admission to the year of programme in which the PhD student is included.

Admission to the PhD programme is resolved upon by the Board of Lecturers along with the indication of the cycle, the year of enrolment programme, the length of the PhD programme, the entry date and any specific procedures on attainment of the study qualification, having also regard to any documented activities carried out in the PhD programme the student had attended before.

- 7) The title of Visiting PhD Student is conferred at the behest of a University professor on PhD students from another University (Italian or foreign) who ***spend*** a research period exceeding one month at Politecnico di Milano, not as part of specific agreements. The Visiting PhD Students are not enrolled in the PhD programmes of Politecnico di Milano and do not obtain the title of PhD holders of the University. They will be provided with an identification card to access the general research support services availed by the University, including access to library services, the Internet and online classrooms, and in addition, the basic insurance cover will be guaranteed to them.
- 8) ***Politecnico di Milano envisages the possibility, for those who apply for it and provide sufficient assessment elements to ensure good academic profit, of enrolling for individual PhD programmes. The enrolment, subject to authorisation by the Coordinator (for specialised teaching programmes) or by the Head of the School (for teaching programmes of the PhD School) can be for a fee or free of charge.***
The maximum number of credits one can register for is 10 per academic year. Should the student be subsequently admitted to a PhD programme, no more than 10 credits for individual teaching programmes may be validated.

Art. 8 Scholarships

- 1) The scholarships ***granted by Politecnico di Milano*** have an annual duration and are renewed so long as the PhD student has completed the schedule of activities for the previous year, ascertained pursuant to the procedures laid down by the regulations, subject to the obligation to grant the scholarship once the verification has been successfully negotiated.
- 2) The amount of the scholarship, to be provided in monthly instalments, is determined, in its initial application, as being no less than that envisaged by the Minister's decree dated 18 June 2008, published in Official Gazette no. 241 of 14 October 2008. The said amount is increased to a maximum extent of 50% for a period altogether not in excess of 18 months, if the PhD student is authorised by the Board of Lecturers to conduct research activities abroad.
- 3) Beginning with the second year, each PhD student is awarded, in addition to the scholarship and within the limits of existing financial resources budgeted for by the subjects accredited in terms of the legislation in force, a budget for the research activity in Italy and abroad suited to the type of programme and in any event no less than 10% of the amount of the minimum ministerial scholarship.
- 4) If the PhD student is not assessed positively for the purposes of renewing the scholarship, or if he waives the same, the unused amount will remain at the disposal of the institution for the same purposes.
- 5) The scholarships ***granted by Politecnico di Milano, or by other institutions through Politecnico di Milano***, are awarded ***pursuant to a*** comparative assessment of merit and in accordance with the order established in a ranking. ***In case of equal merit, gender balancing, and subordinately the lesser seniority, will be taken into account.***
- 6) In case of waiver or in the event that, while the Programme is in progress, a beneficiary quits the studies, the scholarship, in its total or residual sum, is awarded to the first candidate or PhD student from the same cycle and doctoral programme, devoid of scholarship, as per the relevant ranking, having regard to any eligibility for theme-based scholarships.
- 7) As regards students registered with scholarships, in the event of failure to conduct ***or insufficient*** conduct of the study and research activities on an ongoing basis, the Board of Lecturers may at any time resolve on revocation of the scholarship ***in the following manner.***

- *The Board of Lecturers appoints a preliminary inquiry commission that will comprise the Coordinator, the supervisor (if present) and at least a further Board member. The Commission thus appointed will assess the case after summoning and listening to the PhD student and any other persons involved.*
 - *The Commission will report to the Board that that is going to resolve on the possible revocation of the scholarship.*
 - *The revocation may have a minimum duration of one month and a maximum duration that is such as to cover the period until the conclusion of the PhD student's enrolment year. The revocation of the scholarship will not entail loss of the status as PhD student.*
 - *After the revocation period has elapsed, the Board may resolve, according to the aforementioned method, on an extension of the revocation, or reactivation of the scholarship.*
- 8) *Wherever the PhD student who is the recipient of a theme-based scholarship no longer intends to devote himself to the allocated topic and/or to collaborate with the allocated research group and the supervisor, the revocation of the scholarship may be resolved upon pursuant to the method set out in the preceding paragraph.*
- 9) The scholarships may not be combined with other scholarships on any ground awarded, save for those granted by national or foreign institutions that serve to supplement with stays abroad the training or research activity of the Scholarship Holders.
- 10) *The provisions set out in the preceding paragraphs 4), 5), 6), 7) and 8) do not apply to the Scholarship Holders from external bodies or beneficiaries of forms of financial assistance, provided that they receive such funds directly from the respective bodies.*

TITLE V

Training process and attainment of the qualification

Art. 9

Training process

- 1) At the start of each year of the programme, the PhD student must duly submit an application for enrolment and pay the taxes. On this occasion, the PhD student, beginning with the second year, must fill out the questionnaires for assessing the PhD courses and collecting the data for the project of promotion and valorisation of the figure of PhD holder.
- 2) At the end of each year of the programme, the PhD student must submit a detailed report on the training and research activities undertaken to the Board of Lecturers which, after assessing the attendance of programmes and training activities, commitment shown and benefit drawn, resolves on promotion to the next academic year or to the final examination, depending on whether it is dealing with first, second or third year PhD students.

Any negative assessment by the Board of Lecturers entails in the alternative:

- Repetition of the year plus suspension of the scholarship if granted and payment of the taxes;
- *Exclusion from the PhD programme, plus loss of the scholarship if granted. The said exclusion is resolved upon by rectoral decree and prevents enrolment in the same PhD course for the next 5 years.*

The chance to repeat the year and thereby enable completion of the training process may also be granted to the PhD student who has not finalised the training activity scheduled for the year of the programme, with the same implications as regards suspension of the scholarship and payment of the taxes. For each year of the programme, repetition is only allowed once.

- 3) The Board of Lecturers agrees with the PhD student on the research project to develop as topic of the thesis, in compliance with any covenants and agreements concluded with external funding bodies.
- 4) The Board of Lecturers appoints, with the student's consent, a thesis supervisor, who supports the PhD student in sketching out the thesis and the activities aimed at developing it. It may also be that the supervisor is not a member of the Board of Lecturers and does not belong to Politecnico di Milano. The

- supervisor is the reference person and the overseer of the student's work on the thesis and undertakes to comply with the recommendations of the Board of Lecturers and the PhD Training Project.
- 5) The PhD student may undertake training periods or internships in companies and public and private subjects, other Universities, research institutes, centres and labs, both in Italy and abroad. Particularly incentivised are training periods abroad.
 - 6) Should the interested party waive his right to continue with the programme, he must notify that fact to the Rector and to the Doctoral Programme Coordinator; from that date, provision of any scholarship will be interrupted.
 - 7) The PhD student, due to illness or on personal grounds, may request a suspension from the studies for a minimum period of one month and a maximum period of one year, ***potentially renewable***. The application for suspension is submitted for approval to the Board of Lecturers. The period of suspension will be subsequently recovered after the official deadline of the programme. During the period of suspension, provision of the scholarship will be suspended, and it will be paid again upon resumption of the activity and during the recovery period until completion of the months envisaged.
 - 8) In the event of maternity, attendance of the PhD activities is compulsorily interrupted beginning with the two months preceding the expected childbirth date and for the following three months, or beginning with the month preceding the expected childbirth date and for the following four months, wherever authorised by the specialist doctor of the National Healthcare Service and by the relevant University doctor. 30 days earlier than the start of the period of compulsory suspension referred to in this paragraph, the PhD student must hand to the PhD Registrar Office the medical certificate recording the expected childbirth date. At the end of the period of compulsory abstention, the PhD student may benefit from a further period of suspension. The maximum length of the suspension, including the period of compulsory abstention, is one year. At the end of the period of abstention, the provisions in force for the protection of maternity set out in the decree of the Ministry of Labour and Social Policies ***dated*** 12/07/2007 and published in Official Gazette No. 247 of 23/10/2007 will apply to the PhD students. The suspension for paternity may be requested by the PhD student in the event of death or serious illness of the child's mother or in the event of abandonment of the child, as well as in the event of the father's exclusive custody of the child, throughout the length of the maternity leave or for the residual part the mother would have been entitled to, pursuant to Article 28 of Legislative Decree No. 151/2001, as subsequently amended and supplemented.
 - 9) ***The PhD student who for 1 year does not, without a justifiable reason, carry out the scheduled activities is excluded from the PhD programme upon a resolution by the Board of Lecturers, unless in the meantime he has been granted a period of suspension from the studies. The exclusion is resolved upon by rectoral decree.***

Art. 10 Attainment of the PhD Holder title

- 1) The title of PhD holder is issued pursuant to the positive assessment of a research thesis that contributes to the advancement of knowledge or the methodologies in the selected field of investigation.
 - 2) The PhD thesis, escorted by a synopsis in Italian or English, is drawn up in Italian or English, alternatively, in any other language following prior authorisation by the Board of Lecturers.
 - 3) The admission of PhD students to the final assessment procedures is done by the Board of Lecturers, as of rule during the second half of the third year, pursuant to the provisions of specific covenants and agreements.
- The Board of Lecturers, upon a positive assessment of the progress of the work and in light of the specific process embarked upon by the PhD student, may entitle the PhD student to enrol for a further year of programme. In that instance, admission to the final assessment procedures may be resolved upon from the end of the sixth month of the additional year.***

The Board of Lecturers, were it proved that the thesis had been substantially copied from works by other authors, may resolve on excluding the PhD student from both the final examination and the PhD programme. ***The exclusion is resolved upon by rectoral decree.*** The authenticity of the thesis may be ascertained through computer applications as well.

- 4) The PhD thesis, to which a report by the PhD student on the activities performed in the doctoral programme and on any publications is attached, is assessed by at least two highly qualified professors, belonging to foreign institutions as well, external to the subjects who contributed to awarding the title of PhD Holder, hereinafter referred to as assessors. The Board of Lecturers sets the deadline for sending the theses to the external assessors. The assessors, before the deadline set out by the Board of Lecturers, express a detailed written judgment on the thesis and propose its admission to public discussion or its postponement for a period not exceeding six months wherever they deem significant additions or corrections necessary. Once the said period has expired, the thesis is any event admitted to public discussion, escorted by a new written judgment from the same assessors, provided on the strength of whatever corrections or additions might have been introduced.
- 5) To be admitted to the discussion of the thesis, the PhD student must enrol for the final examination and file the thesis pursuant to procedures and deadlines set out ***on the website of the PhD School.*** At the end of the discussion, the thesis, with a motivated written judgment by the Board, is approved or rejected. The Board is entitled, by unanimous vote, to add the phrase "with distinction" in the presence of results of special scientific relevance. If the thesis is judged insufficient, the final examination may no longer be repeated and the PhD student is excluded from the PhD programme. ***The exclusion is resolved upon by rectoral decree.***
- 6) The title of PhD Holder is achieved once the final examination is passed, and is awarded by the Rector of Politecnico di Milano. Subsequently to the qualification being obtained, Politecnico di Milano sends a copy of each PhD thesis to the National Libraries of Rome and Florence. The Board of Lecturers of PhD programmes promote divulgation of the results of the theses, organising at the end of the training process public seminars in which the PhD Holders illustrate the research results to interlocutors from the relevant scientific, economic and social context.
- 7) The Rector, after hearing the Board of Lecturers, appoints by its own decree the Selection Boards tasked with the final assessment for attainment of the qualification, consisting of three members, belonging also to public and private Institutions or research Centres specifically qualified in the disciplines bearing on the scientific areas the PhD Programme relates to. At least two members must belong to Universities or Institutions or research Centres, foreign as well, neither taking part in the PhD nor members of the Board of Lecturers or supervisors of the theses in question. The Board may be supplemented by no more than two experts belonging to public or private research structures, including foreign ones. University cooperation agreements at national or international level may envisage specific procedures to obtain the qualification. Specifically, the number of actual members may be increased wherever so envisaged by dual and joint doctoral programmes.
- 8) ***Discussion of the thesis usually takes place in the semester following the conclusion of the PhD programme. On special occasions, upon prior authorisation by the Board of Lecturers, it may also be advanced to the last quarter of the doctoral programme. In that event, the PhD student awarded a scholarship loses the right to receive the share corresponding to the period between attainment of the qualification and the official end of the programme.***
- 9) The PhD School of Politecnico di Milano recognises the additional title of European PhD Holder to PhD holders who have completed their training process meeting the requirements laid down in the proceedings of the 45th Congress of the confederation of University Rectors held in November 1991. The said requirements are:
 - the PhD thesis is also the result of a research period of at least three months in one or more states affiliated with the Bologna Process;
 - the PhD student submits a favourable report, drawn up by at least two professors from Universities established in states affiliated with the Bologna Process;

- the final examination Board includes at least one member of a university institution from a State affiliated with the Bologna Process, different from the one involved in the discussion of the thesis.

TITLE VI **Rights and Duties of PhD Students**

Art. 11

Rights and Duties of PhD Students

- 1) The PhD student pursues a training path aimed at the attainment of a qualification, and as such has the rights and duties of a student.
- 2) Students enrolled in the PhD programmes are obliged to attend the programmes and to carry out study and research activities on an ongoing basis. The PhD student is included in the research activities of the departments and should therefore be deemed, in light also of European directives, an early stage researcher.
- 3) At the start of the doctoral programme, the Council of Lecturers allocates to each PhD student a tutor who supervises him and supports him along the overall training path. The tutor is a lecturer of Politecnico di Milano belonging to the Council of Lecturers. The tutor can be a lecturer from another University (so long as he is a member of the Council) in the event of a joint PhD with other Universities.
- 4) ***Should PhD students intend to undertake work activities not envisaged by their Training Project, they must request prior authorisation from the Coordinator or from the Council of Lecturers. The said authorisation is conditional on ascertainment that such activities do not conflict with those specific to the PhD student and do not jeopardise the good performance of the doctoral programme.***

Title VII **Transitional and final provisions**

Art. 12

Transitional and final provisions

- 1) These Regulations become effective on the day following the date of issuance by Rectoral Decree and are published on the University website <http://www.normativa.polimi.it>.
- 2) As regards whatever is not expressly governed by these Regulations, reference should be made to the rules set out in Ministerial Decree No. 45 of 8 February 2013, as well as to the other applicable provisions laid down in the legislation in force.

THE RECTOR
Prof. Ferruccio Resta

Digitally signed pursuant to the Digital Administration Code.