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Annex 2 to

Directorial Decree for the launching of the call for applications for admission to the PhD Programme XL Cycle - academic year 2024/25 in Design, Arts and Transdisciplinarity.

IED - Istituto Europeo di Design Turin Campus

PhD in Design, Arts and Transdisciplinarity

CALL FOR APPLICATIONS FOR ADMISSION TO THE XL Cycle - ACADEMIC YEAR No. 2024/2025

Art. 1

Subject matter of the call for applications

This public notice regulates the procedures for access, selection and admission to the PhD Programme in *Design, Arts and Transdisciplinarity* for the academic year 24 - XL Cycle of PhD Programmes, at the IED Istituto Europeo di Design, Turin campus.

Three places are advertised as follows for the XL Cycle of the PhD in *Design, Arts and Transdisciplinarity*:

PhD Programme	Places with scholarship in accordance with Ministerial Decree No 630/2024	Places without scholarship
<i>Design, Arts and Transdisciplinarity</i>	2	1

This call for applications and the commencement of the PhD Programme are subject to accreditation by the Ministry of University and Research (MUR) pursuant to Ministerial Decree No. 470/2024.

Subject to successful completion of said accreditation process, the start date of the PhD Programme is scheduled for 1 to 13 December 2024.

Admission to the PhD Programme and the awarding of scholarships is carried out through a process of evaluation of the candidates and subsequent preparation of a public ranking list. All candidates who are found to be suitable for admission at the end of the assessment procedure will be placed on the ranking list.

The awarding of scholarships under the national recovery programme (PNRR) and Ministerial Decree No. 630/2024 is subject to the checks required by MUR and the national agency for the evaluation of the university and research system (ANVUR) as per Article 8(4 and 5) of Ministerial Decree No. 630/2024.

Art. 2 Requirements for application

Without citizenship, gender or age restrictions, prospective candidates who, on the closing date of the call, are in possession of the following, are eligible to apply for the PhD Programme:

- **Second Level Academic Diploma (Ministerial Decree No. 14/2018);**
- **Master's Degree (Ministerial Decree No. 509/1999), Single Cycle Degree (old university system, obtained before the entry into force of Ministerial Decree No. 509/1999), Master of Arts (Ministerial Decree No. 270/2004);**
- **another qualification not obtained in Italy but recognised as suitable** for access to courses at the same level in the country of origin, in compliance with international agreements, in any case not less than EQF Level 7 or ISCED Level 7;
- **knowledge of English level B2 (CEFR framework).**

Undergraduates are allowed to take part in the call for applications on condition that they obtain their primary degree by the date of enrolment on the PhD Programme and in any case no later than 30 October 2024, with the obligation to submit the degree certificate under penalty of forfeiture of admission in the event of successful selection.

The suitability of the non-Italian qualification is ascertained by the Selection Board.

In the absence of or failure to meet the requirements, the candidate will be excluded from the selection.

Art. 3 Request for admission and terms of participation in the application process

Applications are valid only on provision of all the documents required.

The application must be submitted by the peremptory deadline of 10 September 2024, 6 p.m. (Italian time), under penalty of exclusion from the selection process. The application and all accompanying attachments must be sent solely via e-mail to phd@ied.it. An acknowledgement of receipt will be sent to candidates.

The e-mail containing the application must state in the subject line: Name and Surname-Application for participation in the PhD Programme, XL Cycle and include the following attached documents:

1. Application for the selection process (Attachment A), dated and signed with a handwritten or scanned signature. In the application, the candidate must specify whether or not he/she wishes to be included in the ranking list for the allocation of the scholarships.
2. Copy of the valid identity document. Applicants with non-Italian citizenship will be required to attach a copy of their passport.
3. CV and academic record, preferably in European format, dated and signed. The CV must contain the wording: "I hereby declare that the details furnished above are true and correct" in accordance with Presidential Decree No. 445/2000".
4. Certificate of qualification (EQF-7):
 - supplementary certificate, if in possession of an Italian or foreign qualification recognised as valid;
 - degree certificate and transcript of records of examinations taken issued or signed by the applicant's university, if not in possession of a supplementary certificate;
 - for candidates enrolled subject to verification, a transcript of records or certification of examinations taken issued or signed by the applicant's university.

5. A research project consistent with the aims and research areas of the PhD Programme as indicatively set out below:

- Collective intelligence and human-non-human creativity
- Design arts and the creative industries in new socio-economic circular structures
- Cultural heritage through digital and phygital technologies
- Smart technologies and bio-materials: unconventional and circular application
- Data design and information ecology: awareness and knowledge
- Decolonisation, commoning and social good in design and art practices

The research project (maximum 10,000 characters including spaces) must contain:

- an abstract (maximum 500 characters) describing the research proposal/research question;
- 5 keywords;
- description of the context, existing lines of research and examples, general and specific objectives, research question, areas of investigation, methodological hypothesis, impact on the target community and society and assumed indirect beneficiaries;
- relevant bibliography (minimum 5 maximum 10 references).

Additional documentation can also be attached such as:

- References;
- Cover letter;
- Any publications (maximum 5) in digital format complete with identifying data.
- All other documents that the candidate deems useful to submit to the Selection Board (research portfolio, attachments explaining the research project, abstracts of thesis or entire thesis, certifications, etc.).

All titles and documents must be attached in PDF and named according to their type (e.g. "CV", "Identification document", "Research project", etc.) followed by the SURNAME and NAME of the candidate.

The attachments can be drafted in either Italian or English.

Applications with a total size of attachments exceeding 400 MB will not be accepted.

It is the candidate's responsibility to verify the successful completion of the procedure. Complaints regarding technological malfunctions will not be entertained.

Art. 4 Selection Board

The Selection Board is appointed by the Academic Director and is composed of an odd number of members (minimum 3) appointed from among the course lecturers.

Art. 5 Methods for selection

The Selection Board will carry out the selection in two stages:

STAGE 1: Evaluation of qualifications, research project and further documentation submitted

The criteria used for selection are:

- Relevance of CV and academic record (maximum 10 points)
- Relevance of other duly documented qualifications:
 - (publications, awards, further training certificates, participation in research projects or artistic production) or further documentation submitted (cover letter and/or references, research portfolio, attachments explaining the research project, thesis, etc.) (maximum 10 points)
- Research project (maximum 30 points)

A maximum of 50 (20 + 30) points will therefore be awarded for the evaluation of qualifications, the research project and the further documentation submitted.

The outcome of the first stage of the assessment will be communicated to the candidate together with the

invitation to an interview no later than the third day prior to the date set for the interview at the e-mail address indicated by the candidate when submitting the application. **The date of the interview is Tuesday 17 September beginning 10 am.**

STAGE 2: interview

All candidates whose qualifications are confirmed as valid at the end of the first evaluation phase are admitted to the interview. The interview consists of a discussion of the project presented and an illustration of the candidate's research activity in order to verify his/her aptitude for a transdisciplinary approach and his/her consistency with the fields and research objectives of the PhD Programme and the PNRR objectives.

The research project must in any case be agreed upon with the supervisor-lecturer and validated by the course lecturers. It may, therefore, not correspond to the research proposal submitted at the admission phase.

A maximum of 30 points will be awarded for the evaluation of the interview.

Table summarising score composition for inclusion in the ranking list:

Admission tests	Maximum score
Assessable qualifications	20 (10 minimum)
Research project	30 (18 minimum)
Interview	30 (15 minimum)
TOTAL	80

The candidate will be deemed successful if he/she achieves a total score of at least 53 points at the end of the two phases of assessment.

The interview may, at the candidate's choice, be held in person on the Turin or Milan campuses or by video through Teams. The interview will be held in both Italian and English. The candidate must present a valid identity document at the interview.

If a candidate cannot be contacted or does not respond to the invitation to the interview, he/she will be excluded from the selection process.

It is the responsibility of each candidate to monitor the website and e-mail address in order to keep up-to-date on all information related to selection.

Art. 6 Publication of the ranking list for admission to the PhD Programme and allocation of places

The Selection Board prepares the merit based ranking list with the scores on the basis of the comparative evaluation of the candidates. Candidates are admitted to the PhD Programme in order of the ranking list until all available places are filled. Candidates with scores below 53 are not considered eligible.

Scholarships are awarded in order of ranking. In the event of a tie in the ranking list, the evaluation of the research project shall prevail, followed by the candidate's economic situation determined in accordance with the regulations in force concerning the right to education. In the event of a further tie, the youngest candidate shall prevail.

Places not covered by scholarships are allocated to eligible candidates until they are filled. In the event of a tie, the youngest candidate shall prevail. In the event of any eligible candidates dropping out before the start of the PhD Programme, they will be replaced in the order of the ranking list.

The final ranking list will be published on the website www.ied.it/dottorato-di-ricerca within three days of the conclusion of the tests. Application documents are public and access thereto is permitted in the manner laid down by law.

Publication of the merit based ranking list has the value of an official communication to the interested parties and is therefore the only means of legal publication of the outcome of the selection process.

Art. 7 Scholarships

For the XL Cycle IED announces 2 PhD scholarships as per Ministerial Decree No. 630/2024.

The recipient of the scholarship undertakes to comply with the provisions of said Decree, namely:

- Compulsory periods of study and research in a company, research entity or government authority from a minimum of six months to a maximum of eighteen months, even if not continuous and even at several organisations, over a three-year period.
- Compulsory periods of study and research abroad, even if not continuous and even at more than one institution, from a minimum of six months to a maximum of twelve months over a three-year period.
- The periods of study and research referred to in (a) and (b) are distinct and must be carried out in separate entities.
- The development of a research topic consistent with the specific project under Ministerial Decree No. 630/2024.
- The drafting, via the appropriate online platform (<http://dottorati.mur.gov.it>) of a six-monthly report indicating the time dedicated (broken down into months in the company, abroad etc.) and a summary of the main activities carried out, validated by the coordinator of the PhD Programme.

The annual amount of the scholarship is set at €16,243.00 gross of social security charges payable by the recipient and is disbursed in quarterly instalments by IED to the PhD student enrolled.

The amount of the PhD scholarship is increased by a maximum of 50% for periods of actual residence abroad, even if not continuous, of a total duration of no less than 6 months and no more than 12 months, subject to the authorisation from the course lecturers to work abroad.

Each PhD student is also guaranteed an additional 10% of the scholarship to support research activities.

The one-year scholarship is renewed on condition that the PhD student is admitted to the following year in accordance with the procedures laid down in the PhD regulations. In the event of failure to obtain the degree or in the event that the PhD candidate is not evaluated positively for the renewal of the scholarship, or renounces it, he/she will be obliged to repay the sums paid out in relation to the year evaluated negatively or to the current year at the time of renouncement.

In the event of non-compliance with the minimum period of study and research in a company, the PhD student will be obliged to repay the sums received in full.

The PhD scholarship cannot be combined with any other scholarship, with the exception of scholarships or other grants awarded by national or foreign institutions for stays abroad to supplement training and research activities.

The PhD scholarships funded under Ministerial Decree No. 630/2024 may not be awarded to PhD candidates who have renounced PNRR scholarships in the XXXVIII and XXXIX cycles.

The data of scholarship recipients under Ministerial Decree No. 630/24 will be submitted to the MUR and ANVUR, which will carry out the necessary checks, in particular with regard to the consistency of the research projects submitted with the objectives of the PNRR, as provided for by Ministerial Decree No. 630/24.

Following the successful eligibility checks, which will be completed by 25 November, MUR will adopt the decree granting the funding, upon which the payment of the scholarships is conditional. The outcome of the verification is promptly communicated to all interested parties.

Art. 8 Enrolment on the PhD Programme

Admitted candidates must finalise their enrolment by accessing CMS Esse3, using their credentials and following the instructions provided after selection and paying the fees as specified in Article 9.

Candidates with and without a scholarship are required to comply with the registration deadlines and instructions, otherwise they will forfeit their right to enrolment.

Enrolment will be conditionally accepted and will also be suspended for students with a qualification obtained abroad until the documents relating thereto have been submitted and validated:

Foreign citizens who are not already legally residing in Italy must apply for a residence permit for study purposes within eight working days of their entry into Italy. For such students, enrolment will be conditionally accepted and will remain suspended until the submission of documentation proving that the residence permit has been applied for.

Art. 9

Fees, exemptions and waivers

All those enrolled on the PhD Programme, with or without a scholarship, are required to pay an all-inclusive annual fee of €1,800.00 for enrolment and attendance.

They are also required to pay the annual regional tax for the right to education set by the Region of Lombardy at €140.00 for the 2024/2025 academic year and the stamp duty paid online amounting to €16.00.

Students enrolled on PhD Programme who do not wish to continue their studies may submit a request to withdraw, without being entitled to any reimbursement or exemption from payment of the all-inclusive fee due for enrolment and attendance. There is also no reimbursement of the regional tax and stamp duty paid.

Students with a recognised level of disability equal to or greater than 66% and/or with recognised handicap status pursuant to Article 3(1) or (3) of Law No. 104/1992 are fully exempt from payment of the enrolment fee for the PhD Programme and the regional tax for the right to university education.

Art. 10

Obligations of PhD students

Admission to the PhD Programme entails an exclusive, full-time commitment, except as provided for by the regulations in force.

The PhD student is required to participate in PhD Programme activities as indicated by the course lecturers and to carry out the research assigned, in particular to draw up the annual report on the activities carried out to be submitted to the course lecturers.

As an integral part of the training project, subject to the authorisation of the course lecturers and without any increase in the scholarship, the PhD student may be called upon to carry out tutoring for students on IED courses along with supplementary teaching with a limit of 48 hours as well as public engagement activities with a limit of 90 hours.

Additional obligations for Ministerial Decree No. 630/2024 scholarship holders are specified in Article 7 of this call for applications.

Art. 11

Obtaining the title of PhD

At the end of the PhD Programme, and following the final viva voce examination of the PhD thesis, the Selection Board evaluates the PhD student's research project and, taking into consideration the opinion the course lecturers on the overall research activities carried out by the PhD student over the three-year period, awards the PhD.

For all matters concerning the appointment of Selection Boards, the formalities to be fulfilled by PhD candidates who are admitted to the final examination and the procedures for the conduct of the exam, reference should be made to the *Regolamento di Dottorato*.

Art. 12
Processing of personal data and Data Controller

Pursuant to Articles 13 and 14 of Regulation (EU) 2016/679 (GDPR) on the protection of personal data, and Legislative Decree No. 196/2003 as amended, the Data Controller is Ecoconsult. The processing of personal data, which are collected and used solely for the purposes of this call for applications, is carried out in accordance with the principles of correctness, lawfulness, relevance, transparency and confidentiality of the processing. The data will be used in compliance with the provisions in force solely for purposes connected with selection and for the management of the ensuing relationship with IED. Said data may be communicated only to government authorities directly concerned with the legal-economic and academic situation of the successful candidate, are processed in compliance with the regulations in force and are used for the management of academic, social security, insurance and tax matters. The data will be processed by the staff designated using means of electronic acquisition of documents and filing procedures that guarantee confidentiality. Candidates who have provided personal data may have access to them and exercise their rights under Articles 15 to 22 of the GDPR. Any request for oversight may be addressed to the Data Controller. This is without prejudice to the candidate's right to lodge a complaint with the national watchdog located in Piazza Venezia 11, 00187 Rome.

By submitting an application for the PhD Programme, the candidate authorises and gives his/her full consent for IED to publish on its website all information concerning this call for applications, with particular reference to the score-based ranking list.

The person in charge of the procedure for the selection referred to in this notice is Leonor Martinez, available Monday to Thursday from 10 a.m. to 12 p.m. at + 39 011 541111 or at the e-mail address phd@ied.it.

Art. 13
Publication and references

This call for applications with the Attachment A is published on the IED website at: www.ied.it/dottorato-di-ricerca.

For all matters not provided for or regulated by the present call for applications, reference should be made to the provisions contained specifically in Ministerial Decrees Nos. 470/2024, 44/2024 and 630/2024, in the *Linee guida* annexed to Ministerial Decree No. 778/2024, in the *Regolamento Didattico Generale* of the IED Turin campus and in the *Regolamento di Dottorato* which will be published after the PhD Programme has been accredited by the MUR.

Any changes and/or additions to the call for applications will be published on the IED website at www.ied.it/dottorato-di-ricerca no later than the deadline of the same.

Turin, 31/07/2024

The Director
IED SBpA Turin campus
Paola Zini

The Academic Director
IED SBpA
Riccardo Balbo