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Q0: Where should I look for information on this PhD programme, on application and on selection procedures?

Candidates should give a careful look at the PhD website www.uniurb.it/global-studies. Relevant information on its structure and contents can be found there. Registration and application procedures can be completed online from this website, *starting from mid May, and will be open until June 15th 2018*. In case you need any help to undertake these procedures, feel free to contact phd-global-studies@uniurb.it.

Q1. Are there any requirements I have to comply with to enter the admission procedure?

Applications for admission to the PhD courses are invited from applicants in possession of an Italian University Degree awarded prior to the reform or a Master degree (ex Ministerial Decree 509/99 and M.D. 270/04), or from applicants holding University Degrees issued by non-Italian institutions amounting to at least four years of academic career.

The selection is also open to candidates who will be awarded the above-mentioned degrees by *October 31st, 2018*.

Q2. Which documents do I have to produce to apply?

- Online registration form including detailed personal information (an electronic copy of an ID document will be required)
- Online application form
- Assessment of qualification: in the case of Italian students: “autocertificazione della laurea quadriennale o specialistica/magistrale con elenco degli esami sostenuti”; in the case of candidates holding a degree issued by a non Italian institution and amounting to at least four years of academic career: copy of the academic diploma held and required for access to the PhD course, accompanied by a list of examinations passed, together with the relevant credits and marks and if available, by a Diploma Supplement¹ /

¹ The Diploma Supplement is understood as being a document annexed to a higher education diploma for the purposes of increased international “transparency” and to make it easier for qualifications to be recognised academically and professionally (diplomas, degrees, certificates, etc.). The Diploma Supplement must be issued by the institute issuing the qualification. More details are available on the website: http://ec.europa.eu/education/lifelong-learning-policy/doc1239_en.htm

Transcript of Records² / Declaration of value or Rectoral Decree of equivalence. The Declaration of Value can be replaced by a certificate issued by ENIC-NARIC¹ centres, containing all of the information necessary to assess the qualification. Submission of official documentation is compulsory for the enrolment. (cf. **Q3** for documents required in the case of Candidates in possession of a foreign degree);

- curriculum vitae in English, *inclusive of self assessment of the candidate's knowledge of English*;
- 2 letters of reference in English;
- A research project in English (max 3000 words) (cfr Annex A of the Call);
- Non refundable payment slip – 30-EUR fee for admission to the selection. The *payment from the Italian territory* can be done either at any UBI Banca branch or by bank transfer using the online MAV (paying-in slip) which is generated at the end of filling in the application form. *Payments from abroad* can be done from any foreign bank or via web banking using the following bank details: IBAN IT740031116870100000013137 BIC/SWIFT BLOPIT22. Reason for payment: “PhD application fee – PhD in Global Studies”

Q3. Being in possession of a degree awarded by a foreign (non Italian) university how do I have to certify my qualifications?

Candidates in possession of a foreign degree must upload a copy of the academic diploma held, accompanied by a list of examinations passed, together with the relevant credits and marks and if available, by a Diploma Supplement³ / Transcript of Records⁴ / Declaration of value or Rectoral Decree of equivalence. The Declaration of Value can be replaced by a certificate issued by ENIC-NARIC¹ centres, containing all of the information necessary to assess the qualification. Submission of official documentation is compulsory for the enrolment.

Q4. Are there any other documents that might be useful for the evaluation of my qualifications?

Additional non compulsory titles of interest for the evaluation of candidates include: (a) certification of knowledge of English language of B2 or higher level of the Common European Framework of Reference for Languages (or equivalent); (b) certificates of knowledge of other languages different from Italian (or in the case of non Italian candidates: knowledge of Italian language)

Q5: How is the selection procedure organised?

The selection procedure will be organised into two steps

- Evaluation of qualifications (documents and titles)
- An oral evaluation interview based on:
 - o Interview on the CV and on the research project presented by the candidate
 - o Assessment of the candidate's knowledge of English language

Notes: (a) The evaluation of documents will be awarded a maximum of 20 points. The interview will be awarded up to 60 points. (b) The candidate will have to demonstrate a knowledge of the English language corresponding to at least a B2 level or equivalent; candidates with lower levels might be considered if the evaluation committee will consider them capable to attain a B2 level by the end of the first semester of the PhD programme.

Q6: How will my qualifications (documents and titles) be evaluated?

A total of 20 points will be assigned by the selection Committee upon evaluation of the documentation uploaded by the candidate:

Curriculum vitae and other titles produced by the candidate up to a maximum of points: **7**

- Cv in English
- Assessment of academic career;
- other qualification titles: description of work and research experiences in the subject of the doctorate; two letters of reference

Research project up to a maximum of points: **8**

The project must have a maximum of 3000 words in English and refer to the Thematic Area of *Global Society, Cross-border Mobility and Law*, with the following structure: a) state of the art, b) research objectives, c) methodology, d) expected results

2 <http://www.studiare-in-italia.it/studying/info-07.html>; <http://www.cimea.it/it/servizi/procedure-di-riconoscimento-dei-titoli/glossario.aspx> .

3 The Diploma Supplement is understood as being a document annexed to a higher education diploma for the purposes of increased international “transparency” and to make it easier for qualifications to be recognised academically and professionally (diplomas, degrees, certificates, etc.). The Diploma Supplement must be issued by the institute issuing the qualification. More details are available on the website: http://ec.europa.eu/education/lifelong-learning-policy/doc1239_en.htm

4 <http://www.studiare-in-italia.it/studying/info-07.html>; <http://www.cimea.it/it/servizi/procedure-di-riconoscimento-dei-titoli/glossario.aspx> .

Language proficiency up to a maximum of points: **5**

- Self-assessment of foreign language proficiency and of English in particular, according to international standards, as specified in the CV;
- certification of knowledge of English at a B2 or higher level, issued by a credited institution.

Candidates awarded at least 14 points will be admitted to the interview.

Q7: What language should my documents be in?

Qualifications (titles, declaration of equivalence, list of exams and other official documents) can be either in Italian, English, French or Spanish. In case they are in other languages, a certified translation into Italian is required. All other documents presented for evaluation (CV, self assessment of language proficiency, research project) need to be produced in English.

Q8: How will I know if I am admitted to the interview?

The list of admitted candidates with evaluation of academic qualifications will be published on the web page: www.uniurb.it/global-studies prior to the date set for the interview. Candidates awarded at least 14 points will be admitted to the interview.

Q9: How will the interview be organised?

The evaluation interview consists of a presentation by the candidate of his/her cv, scientific and research interests, of an in-depth discussion of the topics addressed in the research project presented.

The knowledge of the English language will also be evaluated.

The evaluation interview will be held either in English, unless the candidate expressly asks to hold it in Italian.

A total of 60 points will be assigned by the Selection Committee based on the interview, inclusive of the evaluation of English proficiency.

The interview can exceptionally take place via video-conference upon express request presented together with the application (video-conference interview form to be attached to the application form)

Q10: How should my research project be structured?

The project must have a maximum of 3000 words in English and refer to the Thematic Area of *Global Society, Cross-border Mobility and Law*, with the following structure: a) state of the art, b) research objectives, c) methodology, d) expected results.

A specific attention will be given to the following topics:

- migrations, cross-border mobility and related policies;
- human rights, welfare policies and cultures in a global context;
- comparative methods.

Q11: Which are the subjects that will be covered during the interview?

The interview will evaluate the candidate's research project, language skills and competencies in the Thematic Area that will be addressed in cycle XXXIV (Academic Year 2018/2019), namely *Global Society, Cross-border Mobility and Law*. A specific attention will be given to the following topics:

- migrations, cross-border mobility and related policies;
- human rights, welfare policies and cultures in a global context;
- comparative methods.

Candidates will have to demonstrate basic competencies in the following fields (as classified by the Italian Academic Institutions): 12 "LEGAL SCIENCES"; 14 "POLITICAL AND SOCIAL SCIENCES"; 13 "ECONOMICS AND STATISTICS" provided that these competencies are finalised to the analysis of globalisation processes. With specific reference to the Thematic Area addresses in cycle XXXIV, the following Academic Disciplines (according to the Italian National Qualifications) will be considered a preferential qualification: IUS/01 PRIVATE LAW; IUS/07 LABOUR LAW; IUS/10 ADMINISTRATIVE LAW; IUS/13 INTERNATIONAL LAW; IUS/15 CIVIL PROCEDURAL LAW; IUS/18 ROMAN AND ANCIENT LAW; IUS/20 PHILOSOPHY OF LAW; SPS/07 GENERAL SOCIOLOGY; SPS/08 SOCIOLOGY OF CULTURE AND COMMUNICATION; SPS/09 ECONOMIC SOCIOLOGY; SPS/10 URBAN AND ENVIRONMENTAL SOCIOLOGY; SPS/12 SOCIOLOGY OF LAW, DEVIANCE AND SOCIAL CHANGE.

Q12: When and where will the interview take place?

The interview will take place on Thursday June 28th 2018 at 9 am.

The location of the interview will be: Università di Urbino Carlo Bo, Polo Volponi, via Saffi 15, Urbino. Room: Sala Lauree.

The interview can exceptionally take place via video-conference upon express request presented together with the application (video-conference interview form to be attached to the application form).

Q13: What happens if I cannot be present at the University of Urbino on the date set for the interview?

The interview is the most important part of the selection procedure, and a face-to-face meeting is highly recommended to enable the selection committee to collect all the relevant information necessary to evaluate the actual background knowledge and motivation of candidates. However, in case a candidate has serious impediments to be present at the meeting place on the date set for the interview, he/she can ask for video-conference connection on the same day when the interview will take place. The request must be submitted together with the application form.

Q14: How do I reach Urbino?

Essential info and links can be found at the following website: <https://www.uniurb.it/international/welcome-to-urbino/about-urbino>

Urbino is located in the Marche region, on the Apennines, 30 km far from the Adriatic Sea. Urbino can be reached directly only by car or bus.

The closest towns to Urbino having a train station and frequent bus connection is Pesaro; it is possible to get there with trains from major Italian cities.

To reach Urbino from abroad we suggest you to fly to Bologna or Ancona, and then to get to Urbino by public means of transport.

Another good option to reach Urbino is to rent a car. Different rental companies have their offices in Ancona and Bologna airports, and in Pesaro station.

Below, we list a number of possible travel options.

BY PLANE

The airports at an easiest reach to Urbino are Ancona and Bologna.

ANCONA: Raffaello Sanzio Airport at Falconara Marittima

You can fly from/to Ancona via: Munich (Lufthansa), Charleroi, London Stansted, Dusseldorf Weeze (Ryanair), Berlin Tegel, London Gatwick (Easyjet), Tirana (Albawings), Vilnius (Small Planet), Riga (Air Baltic), Kiev (Windrose), Palermo, Catania, Cagliari (Volotea)

From Ancona airport to Urbino, you can get to Falconara Marittima train station by bus, taxi or train, and take a train from Falconara Marittima to Pesaro. Take a bus from Pesaro to Urbino. Otherwise, you can rent a car. Please, note that public means of transport can be very limited after 8pm.

BOLOGNA: Aereoporto G. Marconi

Bologna is the largest international airport in the area, less than 200 km. far from Urbino. It is served by many airlines, with flights from/to more than 60 European destinations. You can travel from Bologna to Urbino by getting to Bologna Centrale train station by BLQ airport bus or taxi; then, take a train from Bologna Centrale to Pesaro; take a bus from Pesaro to Urbino.

BY BUS

For schedule information about buses from Pesaro or Fano to Urbino, please see: <http://www.adriabus.eu/> Adriabus manages also a bus line from/to Rome.

BY CAR

From Rome: A1 highway to Orte; E45 to Perugia; S298 to Gubbio, S3 (direction Fano), S423 to Urbino.

From Tuscany: S73 to Sansepolcro, S73bis to Urbino.

From Bologna: A14 highway (direction south: Ancona-Pescara-Bari) till the junction "Pesaro-Urbino"; S423 to Urbino.

From Ancona: A14 highway (direction north: Bologna) till the junction "Fano"; S3 and then S423 to Urbino.

BY TRAIN

The recommended station is Pesaro, since buses run on a regular basis, and there are car rental and taxi companies. It is on the North-South Adriatic train line, with trains from main Italian cities.

Q15: Where can I stay overnight?

You can find a complete list of accommodations here: <http://www.turismo.pesarourbino.it/en/search-where-to-stay.html>

Unless you are travelling by car, we strongly suggest to find an accommodation in the city centre, or close to it.

Q16: What kind of documents will I need to stay in Italy longer than 90 days if I am a non EU citizen?

See the following link for details: <https://www.uniurb.it/international/welcome-to-urbino/stay-in-italy>

Q17: What is this PhD Programme about?

The PhD programme focuses on the globalisation of economic, socio-political and legal systems. At a time when European integration and disintegration, and challenges to globalisation dominate current policy concerns, the Urbino Ph.D. Programme offers an opportunity to carry out in-depth studies on the social, legal, economic, political and institutional dynamics behind these challenges. Two thematic areas are addressed in alternate years:

The thematic area launched in 2018-2019 (cycle XXXIV), **Global Society, Cross-border Mobility and Law**, focuses on cross-border movements of capital, knowledge, labour and people, mainly from institutional, law and sociological perspectives. A specific attention will be given to:

- migrations, cross-border mobility and related policies;
- human rights, welfare policies and cultures in a global context;
- international relations, aid policies and diplomacy.

The other thematic area, **International Economic Policy, Business and Governance** (first launched in 2017-2018; next cohort: 2019-2020), focuses on economic and political relations across national borders. A specific attention will be given to:

- economic growth after the Great Recession, technological change and inequality across and within countries;
- the international strategies of firms (multinational corporations and SMEs), finance and labour;
- political processes and policies carried out by European and international institutions and major countries for the governance of globalisation.

A partial list of courses with final evaluation includes: *History and trends of Globalization; Research Methods 1; Research Methods 2; European Institutions and Law; Global trends in migration; Global politics and governance; Global trends in legal culture; Geopolitics; International cooperation; International economic policy and institutions; Human rights in a global perspective; Global value chains and labour; Legal techniques of European integration; Cities and regions in a global perspective; Comparative and global welfare policy; International crime; Global education policy and science diplomacy.*

See the PhD Website (<http://www.uniurb.it/global-studies>) for further details.

ANNEX A

PhD programme in GLOBAL STUDIES. Economy Society and Law

Department	DESP – Department of ECONOMICS, SOCIETY, POLITICS (Admin. Dept) Affiliated Department: DIGIUR – Department of LAW
Duration	3 years
Places available	9 positions of which 7 with scholarship and 2 without
Scholarships	7
Programme Description	<p>The PhD programme focuses on the globalisation of social, legal, economic and political systems. Two triennial research and training paths will be undertaken in alternate years. In the incoming Academic Year (2018-2019 – XXXIV cycle), the programme will focus on sociological and legal aspects of globalisation: while a cycle on economic and political aspects of globalisation will be offered in Academic Year 2019-20</p> <p>The XXXIV cycle will address the thematic area: Global Society, Cross-border Mobility and Law. Cross-border movements of capital, knowledge, labour and people, mainly from institutional, legal and sociological perspectives.</p> <p>A partial list of courses with final evaluation includes: History and trends of Globalization, Quantitative and qualitative research in social and legal studies, Comparative and socio-legal research, European Institutions and Law, Global trends in migration, Global politics and governance, Global trends in legal culture, Geopolitics, International cooperation, International economic policy and institutions, Human rights in a global perspective, Global value chains and labour, Legal techniques in European integration, Cities and regions in a global perspective, Comparative and global welfare policy, International crime, Global education policy and science diplomacy</p>
Research and training activities	The working language will be English. Courses with exams (tests or papers) will be held at Urbino and will be concentrated in the first year. Weekly seminars, some of which delivered in Italian, will be organised on specific economic, sociological, political, legal and institutional aspects of globalisation. Attendance of national and international workshops, advanced courses and conferences will be encouraged. Up to 12 months of research and training experience in other international institutions will be required.
Scholarships	6
Documents and materials to be attached to the PhD application	<ul style="list-style-type: none"> - A curriculum vitae in English, indicating previous research experience, if any, and containing a self assessment of foreign language proficiency and of English in particular, using international standard classification schemes. - Two letters of reference written by scholars knowing the candidate - A research project of up to 3000 words in English, focusing on one of the topics of the Thematic Area on “Global Society, Cross-border Mobility and Law”. The project will have the following structure: a) state of the art, b) research objectives, c) methodology, d) expected results <p>Additional non compulsory titles of interest for the evaluation of candidates: certification of knowledge of English language of B2 or higher level (or equivalent); certificates of knowledge of other languages different from Italian (or in the case of non Italian candidates: knowledge of Italian language)</p>
Selection procedure	<ul style="list-style-type: none"> - Evaluation of documents and qualifications, made by the Selection Board to single out candidates admitted to the oral exam (interview) - Interview on the CV and on the research project presented by the candidate (oral exam) - Assessment of the candidate’s knowledge of English language <p>Note 1: the candidate will have to demonstrate a knowledge of the English language corresponding to at least a B2 level or equivalent; candidates with lower levels might be considered if judged by the Selection Board to be capable to attain a B2 level by the end of the first semester of the PhD programme.</p> <p>Note 2: In case the applicant cannot present himself/herself to the interview (oral exam), he/she can file a request to be interviewed via teleconference, filling in a form (facsimile available here: https://www.uniurb.it/studiaconnoi/formazione-continua-e-abilitazione/dottorati-di-ricerca/informazioni-perammissione), to be submitted jointly with the application. The teleconference interview must follow the procedures described in the article 4 and in this Annex.</p>

	<p>Note 3: The interview will be held in English, unless the candidate explicitly requests to hold the oral exam in Italian.</p>
<p>Criteria for the evaluation of academic qualifications (max 20 points)</p>	<p>Curriculum vitae and other titles produced by the candidate up to a maximum of points: 7</p> <ul style="list-style-type: none"> - CV in English - Assessment of academic career; - Description of work and research experiences in the subject of the doctorate; - 2 letters of reference <p>Research project up to a maximum of points : 8</p> <p>The project must have a maximum of 3000 words in English and refer to the Thematic Area of Global Society, Cross-border Mobility and Law, with the following structure: a) state of the art, b) research objectives, c) methodology, d) expected results</p> <p>Language proficiency up to a maximum of points: 5</p> <ul style="list-style-type: none"> - Self-assessment of foreign language proficiency and of English in particular, according to international standards, as specified in the CV; - certification of knowledge of English at a B2 or higher level, issued by a credited institution. <p>The results of evaluation of academic qualifications will be published at the link: www.uniurb.it/global-studies prior to the oral exam (interview)</p> <p>Candidates awarded at least 14/20 points from the evaluation of academic qualifications will be admitted to the oral examination/interview.</p>
<p>Selection interview (max 60 points for the evaluation colloquium)</p>	<p>The evaluation interview consists of a presentation by the candidate of his/her cv, scientific and research interests, and an in-depth discussion of the topics addressed in the research project presented.</p> <p>The knowledge of the English language will also be evaluated.</p>
<p>Foreign language requested</p>	<p>English</p>
<p>Subjects covered in the colloquium</p>	<p>The colloquium will evaluate the candidate's research project, language skills and competencies in the Thematic Area that will be addressed in cycle XXXIV, namely <i>Global Society, Cross-border Mobility and Law</i>. A specific attention will be given to the following topics:</p> <ul style="list-style-type: none"> • migrations, cross-border mobility and related policies; • human rights, welfare policies and cultures in a global context <p>Candidates will have to demonstrate basic competencies in the National Classification of Academic Fields: 12 "LEGAL SCIENCES"; 14 "POLITICAL AND SOCIAL SCIENCES"; 13 "ECONOMICS AND STATISTICS" provided that these competencies are finalised to the analysis of globalisation processes. With specific reference to the Thematic Area addresses in cycle XXXIV, the following Academic Disciplines (according to the Italian National Qualifications) will be considered a preferential qualification: SPS/07 GENERAL SOCIOLOGY; SPS/08 SOCIOLOGY OF CULTURE AND COMMUNICATION; SPS/09 ECONOMIC SOCIOLOGY; SPS/10 URBAN AND ENVIRONMENTAL SOCIOLOGY; SPS/12 SOCIOLOGY OF LAW, DEVIANCE AND SOCIAL CHANGE; IUS/01 PRIVATE LAW; IUS/07 LABOUR LAW; IUS/10 ADMINISTRATIVE LAW; IUS/13 INTERNATIONAL LAW; IUS/15 CIVIL PROCEDURAL LAW; IUS/18 ROMAN AND ANCIENT LAW; IUS/20 PHILOSOPHY OF LAW;</p>
<p>Calendar and location of the colloquium</p>	<p>The list of admitted candidates with evaluation of academic qualifications will be indicated at the website: www.uniurb.it/global-studies.</p> <p>The Interview will take place on June 28th 2018 at 9 am. The location of the interview will be: Università di Urbino Carlo Bo, Polo Volponi, via Saffi 15, Urbino, Room: Sala Lauree.</p> <p>The evaluation of the academic qualification results will be displayed in the location where the exam will take place, and in the PhD website (www.uniurb.it/global-studies) prior to the oral interview.</p>
<p>Contact for information on</p>	<p>dottorato@uniurb.it</p> <p>Please write "DOTTORATO in GLOBAL STUDIES" in the subject line</p>

Urbino PhD in Global Studies - Frequently Asked Questions

Administrative aspects	
Contact for information on scientific and organisational aspects of the PhD programme	<p>phd-global-studies@uniurb.it.</p> <p>Please write "DOTTORATO in GLOBAL STUDIES" in the subject line</p>