



UNIVERSITY
OF TRENTO - Italy

REGULATION OF THE DOCTORAL COURSE IN PSYCHOLOGICAL SCIENCES AND EDUCATION

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Regulation of the Doctoral Course in Psychological Sciences and Education

Art. 1 – The Doctoral Programme

1. The Doctoral Course in Psychological Sciences and Education, hereinafter referred to as “Course”, adopts this Regulation in accordance with the current legislation, in order to regulate the implementation of the course.

Art. 2 – Objectives and Scope

1. As an integration to the general objectives of each Doctoral Course as per Article no. 3 of the Regulation of the Doctoral Courses, the Course aims at training high-level professional and autonomous figures, able to be in a position of responsibility in activities of:
 - Basic Research: typical and atypical cognitive development and communication processes; speech production, language comprehension and learning; categorization processes; learning processes; communication skills; social cognition; decision-making processes, deductive reasoning and probabilistic logic.
 - Research applied to Economics (consumers' behavior and managers' business decision-making capacity), Health (reasoning and decision-making processes in medical divisions; evaluation of professional risks and contraction of infections and illnesses; cognitive process evaluation; design and monitoring of neuropsychological interventions and rehabilitation procedures), Clinical Practice (skills in diagnosis and rehabilitation therapy for patients with typical and atypical development), Ergonomic Design Technology (creation and evaluation of multimedia interface and human-machine interactive systems; experimentation with advanced and supporting systems for decision-making processes), Education (training, designing, implementation and evaluation processes in adults' education and social policy; autonomous research concerning new paths of knowledge and identity construction; intercultural relations; professional update of students; design and implementation of e-learning system and multimedia education), Work and Organisation (analysis and management of careers; transition to work and in the workplace; accident prevention; learning and training in the workplace) and Society (prejudice and social discrimination, analysis and management of interactions between groups).

Art. 3 – Areas of Study

1. The macro-area of study are:
 - 11th – History, Philosophy, Pedagogy and Psychology
 - 09th – Computer Science and Engineering

Art. 4 – General Features

1. The duration of the Course is three years. Every year Calls for Public Application are issued which specify the number of possible applications and grants.
2. The University of Trento publishes the Call for Application in Italian and in English. If discrepancies occur, the Italian version published in the Official Journal shall prevail.
3. Applications to the Doctoral Course are welcome from students who have achieved their higher qualification, independently from their gender, age, nationality, ethnic group or social class.
4. The official languages of the Course are Italian and English.
5. Foreign students are required to reach the elementary level minimum in Italian language at least within the end of the second year.
6. The admission selections are held in Italian or in the foreign language previously agreed with the Doctoral Course Admission Committee, if the applicant formally demanded and justified this request. The applicant is supposed to show an adequate knowledge of English.
7. Applicants may write their Doctoral thesis in Italian or in English, as agreed with the Director.

Art. 5 – Bodies of the Doctoral Programme

1. The Bodies of the Doctoral Programme are:
 - a) The Doctoral Programme Committee (Art.14 of the University Regulation for Doctoral Programmes)
 - b) The Director of the Doctoral Programme (Art.15 of the University Regulation for Doctoral Programmes)
 - c) The Executive Committee (Art. 16 of the University Regulation for Doctoral Programmes)



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Art. 6 – The Doctoral Programme Committee

1. As per art. 4, par. 1, letter a) of M.D. no. 45/2013, the Doctoral Programme Committee of each Doctoral Programme is composed of full or associate professors and researchers (assistant professors); at least eight members of the Committee must be tenured at the University. High-level researchers and research managers, or professionals with equivalent positions, in public research organizations, as well as selected experts, can be members of the Doctoral Programme Committee but they should be no more than the number of members.
2. The formal request for participation in the Doctoral Programme Committee shall be forwarded to the Director. Each candidate shall submit the following documents:
 - a) their curriculum vitae;
 - b) a list of the last five (5) years publications: the candidate is supposed to indicate the five publications which s/he considers the most important;
 - c) a declaration of no accreditation in Doctoral Programme Committees of other Universities;
 - d) if the professor/researcher belongs to another University, s/he has to provide the authorization of this University.
3. Further, other people who may participate in the activities of the Committee, without having the right to vote, upon invitation of the Director and only for the discussion of specific items on the agenda, are: people whose contribution is expected to be useful due to their scientific, teaching, technical or financial support to the activities of the Course. In particular:
 - a) the administrative personnel of the Course, whose duties are the management of the Course, assistance and written reporting.
 - b) two representatives of PhD students with a consulting function and only for issues regarding the general progress of the Programme and the training courses.
4. The Committee meets at least twice a year upon call of the Director.
5. The Doctoral Programme Committee is also called upon request of at least 1/3 of its members.
6. The call is sent with a notice of at least seven days before the meeting. All communicative channels are allowed, provided that the notice is successfully received. The agenda is normally sent out with the call.
7. When, in case of emergency, the Committee is called upon making a decision and it is not possible to call a meeting in time, the Director may give an online call, during which each member of the Committee shall transmit via e-mail his/her opinion and vote on a specific issue requiring a decision. Decisions adopted during an online session involving all members of the Committee, shall be ratified in the next seat.
8. Seats are valid if the majority of the Committee members of full or associate professors and researchers (assistant professors) and high-level researchers are present, net of the justified absent members.
9. Decisions are made through the approval of the majority of the present members. If the votes in favour and against the decision are equally distributed, the vote of the Director make the decision.
10. The minutes of the Committee seats are drafted by the professor with the shortest academic career, who will be assisted by the present administrative personnel. The minutes will be published on the Department Board.
11. The Committee shall carry out all tasks as outlined in the Regulation of Doctoral Courses, to which this Regulation integrally refers.
12. The Doctoral Programme Committee may delegate its duties or part of them to the Executive Committee.

Art. 7 – The Director

1. The Director of the Doctoral Programme Committee shall carry out his/her duties as per Article no. 15 of the University Regulation on Doctoral Courses.
2. The Director appoints a Vice-Director who replace her/him in case of absence or disease.
3. The Director is elected for three years and can be re-elected once only, after the end of the first mandate.

Art. 8 – Executive Committee

1. The Executive Committee is set up by the Committee of the Doctoral Programme Committee. The Executive Committee is made of four (4) professors or researchers and the Director, who chairs the seats.
2. The Executive Committee follows the regulations of the Doctoral Programme Committee as regards organization and drafting the minutes.



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3. The Executive Committee supports the Director as regards the duties per Art. 16 of the University Regulations for Doctoral Programme and makes decisions about issues delegated by the Doctoral Programme Committee. The Executive Committee constantly reports the activities to the Doctoral Programme Committee.
4. The Director may delegate specific tasks to the members of the Executive Committee, if these are necessary for the progress of the Course.
5. The Executive Committee serves until the end of the Director's mandate.
6. If a member of the Executive Committee resigns, interrupts the collaboration or is hindered from collaborating, the Director will allow the election of a substitute. The member's mandate is valid until the end of the Executive Committee's mandate.

Art. 9 – Tutors and Supervisors

1. For each PhD student, the Doctoral Programme Committee appoints a Tutor who may be a member of the Doctoral Programme Committee or not. The Doctoral Programme Committee appoints a co-Tutor member of the Doctoral Programme Committee if the Tutor is not a member of the Doctoral Programme Committee or she/he is a member but belongs to other Universities.
2. The Tutor shall support the students in his/her research activity during the Course in drafting his/her study programme.
3. From the second year the Tutor supports the student in the choice of the topic for the doctoral thesis and grants the quality of the research.
4. The Tutor gives his authorization to expenses for mobility according to the assigned student's budget. If the Teaching assistant is not a member of the Doctoral Programme Committee, the authorization shall be approved by the Director.
5. The Doctoral Programme Committee may replace the Tutor who do not respect their duties and expel them from the Doctoral Programme Committee if they are managers, or professionals.
6. A co-Teaching assistant, whether a member of the Doctoral Programme Committee or not, may be elected and collaborate with the official Teaching assistant for scientific and technologic support.

Art. 10 – Requirements and Admission exam

1. The requirements for the admission to the Course are regulated by the Art. 20 of the University Regulation for Doctoral Courses. Deadlines are clearly indicated in the Call for Application.

Art. 11 – Institutional training activities

1. The Course is organized in a series of training activities, submitted at the beginning of each academic year in the Study Programme of the Course, describing how they will be organized.
2. During the year, the Course organizes seminars, meetings and other events: the PhD student is supposed to take part in these activities and those initiatives promoted by the Department and other structures of the University of Trento. The activities have to benefit the cultural training and the research project of the PhD student. The participation to seminars is certified by the signature of attendance and it is part of the evaluation of the PhD student's activity.
3. Before the beginning of the academic year, the Doctoral Programme Committee ratifies the Study Programme and then publishes it on the official Course website.
4. The Study Programme includes:
 - list and duration of the courses which shall be activated and relevant calendar;
 - modalities to recognise the ECTS acquired during the Course and at other university institutions on the national and international territories – including summer schools.
 1. possible admission of individual curricula;
 2. calendar of the deadlines for the presentation of individual study programmes and relative approval by the Doctoral Programme Committee.
5. The PhD student must submit a study plan that must be previously approved by the Tutor and then by the Doctoral Programme Committee.
6. Any activity that allows the obtaining of credits is subject to evaluation by the Director.



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Art. 12 – Study and Research Abroad Programme

1. During the second year of the Programme, PhD students are required to spend a period abroad, to carry out research at foreign institutions if this is necessary to their third year's research project. The minimum overall time spent abroad is 6 months: this period necessarily should be continuative in a single location.
2. If the stay is longer than six months (on the reasoned request of the Tutor), the regulations of the Art. 14, comma 5 (h-i) of the University Regulations for Doctoral Programme are applied.
3. Only in exceptional cases the Doctoral Programme Committee may authorize exceeding the limit of 12 months after having verified the functionality for the research project

Art. 13 – Admission to the Second Year and to the Final Examination

1. In order to be admitted to the second year, PhD students shall:
 - have regularly attended the Doctoral Course activities;
 - have successfully taken the exams (approved/not approved) regarding the minimum qualifying courses indicated in the Study Programme;
 - have attended colloquia and seminars organized by the Course and/or by the Department of Psychology and Cognitive Science;
 - have obtained a positive total assessment during an oral evaluation on their activities and exams of the first academic year.
2. In order to be admitted to the third year, PhD students shall:
 - have successfully taken the exams (approved/not approved) regarding the minimum qualifying courses indicated in the Study Programme;
 - have attended colloquia and seminars organized by the Course and/or by the Department of Psychology and Cognitive Science and both national and international conferences, meetings and seminars;
 - illustrate their thesis project in a short written dissertation and make an oral presentation to a Committee who is nominated by the Doctoral Programme Committee;
 - obtain a positive total assessment regarding the second year: this evaluation includes the attendance to courses, the assessment of the Committee on the thesis project, a written assessment of the Tutor and the level of knowledge of the English language.
3. In order to be admitted to the final examination, PhD students submit the application before the end of the last year.
4. The doctoral thesis must be presented to the Tutor by the end of August of the last year.
5. After receiving a recommendation of the Tutor for the PhD student's thesis admission to final examination, the Doctoral Programme Committee writes its own judgment at this regard and appoints two or more evaluators choosing among professors and researchers at Italian or foreign institution with high profile, not belonging to the University or to other institutions collaborating with the Doctoral Programme.
6. The Director sends to the referees the doctoral thesis accompanied by a report on the activities carried out by the student and the list of publications.
7. Referees have responsibility to express an analytical written judgment on the thesis and to propose the admission to public discussion or referral for a period not exceeding six months if significant additions or corrections are necessary.

Art. 14 – Final Examination and Doctoral title conferral

1. The final examination, that must be held within 12 months as from the official end of the programme, consist of the public defence of the thesis in front of the Examination Committee.
2. The Committee of the Doctoral Programme or upon proxy, the Executive, will appoint an Evaluation Committee for the title conferral, for each candidate, as per Chapter VII of the University Regulation of Doctoral Programmes.
3. If some members of the Committee are unable to attend, the final defense session may be held by videoconference. In this case, at least two members shall be present.

Art. 15 – Rights and Duties of PhD students

1. Rights and duties of PhD students are established by Article no. 27 of the University Regulation of the Doctoral Programmes. As integration of that Article, each PhD student shall:



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- plan the meetings with their Tutor;
- agree with the Tutor a written work plan and the objectives to be achieved in the first academic year (by the end of the first three months of the academic year);
- follow the scientific training programme, as planned with the Tutor;
- develop the research project and its objectives and regularly relate this development according to the deadlines;
- discuss problems and difficulties with the Tutor or the Coordinator, if necessary.

Art. 16 – Financial support for PhD students

1. The University, or the funding body in the case of funded grants, allocates individual financial resources corresponding to 10% of PhD students' grant.
2. Department of Psychology and Cognitive Science, according to the availability of budget, will allocate a budget to the PhD students without scholarships
3. Students may use the financial support for research activity in Italy or abroad.
4. By the end of each academic year, the residual financing are assigned to PhD students to increase their budget for the following year. Students may use their residual financing within the end of the third academic year.

Art. 17 – Activities compatible with the Doctoral Programme

1. As per Art. 28 of the University Regulation for Doctoral Courses, PhD students may be tutors for undergraduate and graduate students and attend additional training activities if requested by the Doctoral Course Committee, if these activities do not prevent the students from attending doctoral courses and training activities. Additional activities are considered part of the study programme.
2. Unless otherwise specified by tutor, this kind of activity is assigned to PhD students of the second and third year for a maximum of 28 hours for year.
3. Upon approval of the Doctoral Course Committee and counsel of the tutor, PhD students may carry out occasional working activities and professional practical traineeship, as per Art. 28 of of the University Regulation for Doctoral Courses.

Art. 18 – Amendments to the Regulation of the Doctoral Programme

1. Amendments to the Regulation of the Doctoral Programme shall be preliminarily approved by the Committee of the Doctoral Programme and by the Department of Psychology and Cognitive Science as per Art.8 of the University Regulations for Doctoral Courses.

Art. 19 – Reference provisions

1. This Regulation completes, for what has been expressly decided, what is established by the current national laws and the Regulations of the Doctoral Programmes, which are anyway directly and fully applicable.