

# GESTIONE TRASFERTE

## *E-TRAVEL*

Useful information for the management of trips (*missioni*) of PhD students of the University of Trento

13/02/2019

# Research activities carried out in Italy or abroad - 1

In case of educational and research activity carried out at **locations other than the one of your Doctorate programme in UniTrento, PhD students must ask for the authorization from their supervisor and the Centre/Department Director**, for the following reasons:

- insurance (if you do not respect the procedure you won't be covered by the insurance of the University);
- to notify the relevant Office (Servizi Amministrativi alla Didattica e alla Ricerca Città/Rovereto/Povo) of your temporary change of location (useful in case you are going to participate in a conference);
- to receive reimbursement (if requested).

These rules are valid for **your whole doctoral period**, from the enrolment until your thesis oral discussion.

You cannot ask for reimbursement if the destination of your mobility is in the **municipality where you have your official residence**.

If the research activity will be **abroad** for  $\geq 1$  mo. and you have a grant remember that you can have a 50% of grant increase (<https://www.unitn.it/en/node/2004>). For periods lasting 3 months or more, you could get the 60% of the whole increase in advance (**advance payment**).

At least 2-3 weeks before departure, **start an online travel authorization** (Gestione Trasferte/*E-travel*) so that it is approved beforehand. If the stay is longer than 3 days you can ask for an advance payment of the presumed cost referred to the expenses paid by the person concerned for food, lodging and travel. A maximum of 75% of the total amount will be paid by sending the request at least 10 days before the start of the trip, so that the advance is paid before departure.

# Research activities carried out in Italy or abroad - 2



UNIVERSITY  
OF TRENTO - Italy

**Mission Authorization cannot be granted retroactively.** You will not be reimbursed if the Travel Authorization Request is not sent online before your departure.

**Within 30 days after returning**, and in any case no later than January 31 of the year following the date on which the mission was carried out, the online Travel Reimbursement and original receipts must be delivered. Submit (online, by clicking on the 'L' next to your pee-authorized trip in Gestione Trasferte/*E-travel*) your Travel Reimbursement Request, and hand in or mail the original receipts and a pdf copy of your Travel Authorization Request to the relevant Office (Servizi Amministrativi alla Didattica e alla Ricerca Città/Rovereto/Povo).

Eligible expenses to be claimed via Gestione Trasferte/*E-travel* are **travel, lodging and meals**. PhD students should use the cheapest possible means of transportation (i.e. economy class tickets). Lodging receipts must be in your name in order to be reimbursed. If you share your lodging, please ask for a separate receipt in your name. In the case of accommodation in an apartment, economic efficiency must be demonstrated by attaching an estimate of the cost of accommodation in the hotel.

In case of **early departure or postponed return**, refunds of any kind are not allowed except for the cost of the trip. It is up to the interested party to present adequate documentation for the economic comparison of travel costs on the two dates. The Administration will proceed to reimburse the lower cost. In the absence of such evidence, the reimbursement is not admissible. The documentation for the comparison must be requested when booking the tickets in order to make the costs comparable. No other reimbursements are allowed (meals, overnight stay, local transport, etc.) on extension and/or advance days.

# Research activities carried out in Italy or abroad - 3

## TO DO

**Before leaving:** check with the Doctorate Secretariat the procedure and read carefully the [Regolamento per le missioni](#) (in particular, the maximum expenses allowed for PhD students). Then, the Travel Authorization Request (“Richiesta Autorizzazione Missione”) must be submitted using the online “Authorization” form (login to your personal account “MyUnitn” and click to “E-travel”) and sent for approval by the Department Director/PhD programme Coordinator.

The online Travel Authorization Request must be filled out even in case of travels without reimbursement (for example, because the trip is covered by the scholarship’s increase or funded by external institutions). In this case, you have to check the field “I don’t ask any reimbursement” in the section Applicant data. In case of cancellation/postponement of the trip (after you filled out the online form), you must delete the Travel Authorization Request and send an email to update the Doctorate Secretariat.

**During the trip:** keep all the original tickets, receipts, invoices, boarding passes, etc.

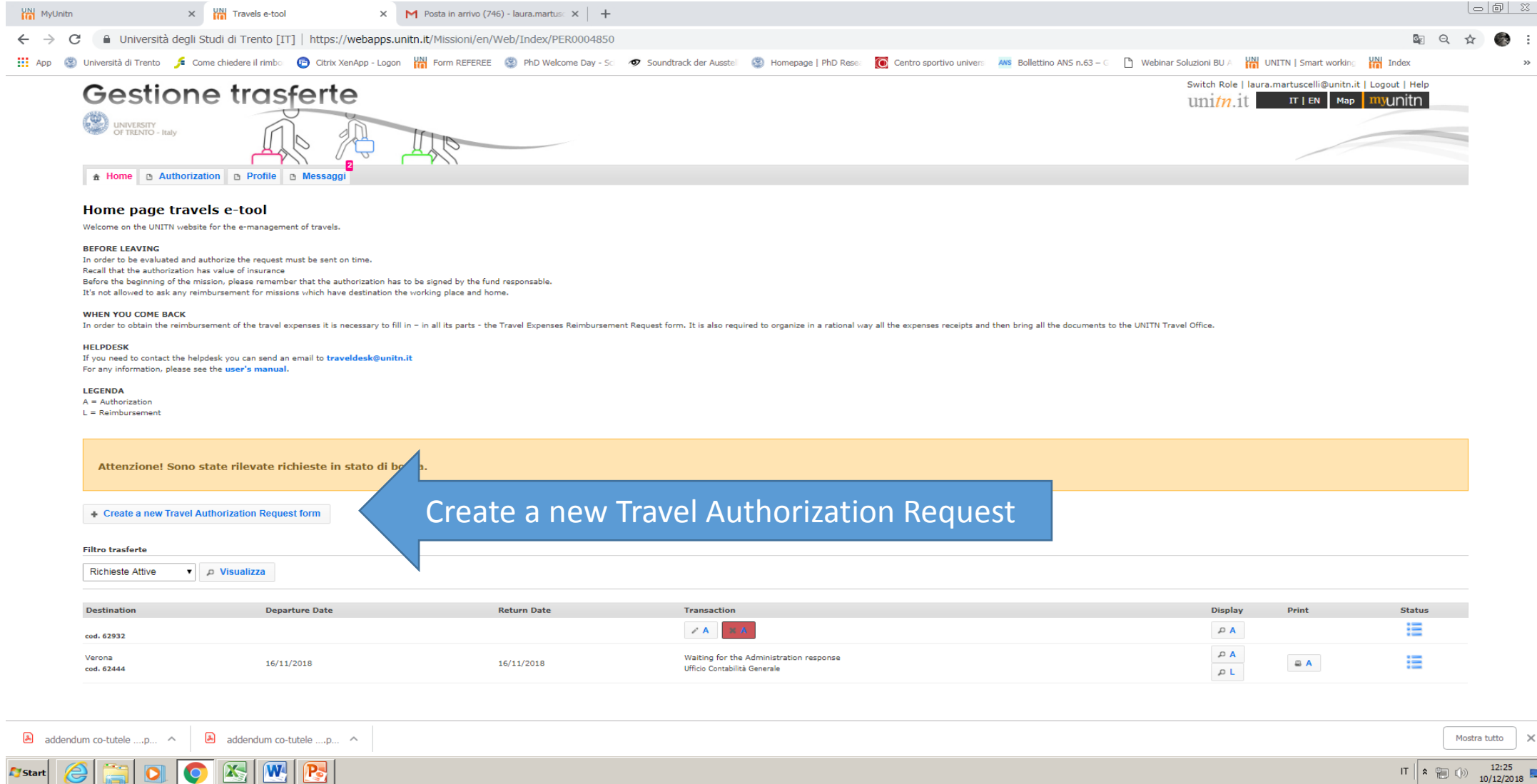
**Upon return:** within 30 days after returning fill the Travel Reimbursement Request/“Richiesta Liquidazione Missione” online (with the description of the costs). Deliver the original documents (receipts, etc.) to Servizi amministrativi – contabili di Polo. In case of reimbursements exceeding € 77,47, an amount of € 2,00 will be deducted for the mandatory stamp duties. **If you don’t want to ask for the reimbursement** and therefore don’t fill in the “Richiesta Liquidazione Missione”, you have to email to the Doctorate Secretariat specifying that the mission was carried out, confirming the dates, the place (country, city, institution or host organization) and detailed reason of your trip, and store the Travel Authorization Request.

# How to complete the Travel Authorization Request

The filling out of the online Travel Authorization Request in the Gestione Trasferte/*E-travel* needs to be complete and detailed, because some data of the trips of PhD students for each a.y. are requested for statistical purposes by the Ministry of Education, University and Research (M.I.U.R.) and by the Italian Evaluation Agency (ANVUR). Therefore you must stick to the following instructions to fill out correctly your **Travel Authorization Request**.

1. Login at My UNITN
2. Locate the Gestione trasferte (*E-travel*) widget and click on it.

# How to complete the online Travel Authorization Request



The screenshot shows the 'Gestione trasferte' (Travel Management) interface of the University of Trento. The browser address bar shows the URL: <https://webapps.unitn.it/Missioni/en/Web/Index/PER0004850>. The page title is 'Gestione trasferte'. The navigation menu includes 'Home', 'Authorization', 'Profile', and 'Messaggi'. The main content area is titled 'Home page travels e-tool' and contains instructions for users. A large blue arrow points to the 'Create a new Travel Authorization Request' button. Below this, there is a table of travel requests.

**Home page travels e-tool**  
Welcome on the UNITN website for the e-management of travels.

**BEFORE LEAVING**  
In order to be evaluated and authorize the request must be sent on time.  
Recall that the authorization has value of insurance  
Before the beginning of the mission, please remember that the authorization has to be signed by the fund responsible.  
It's not allowed to ask any reimbursement for missions which have destination the working place and home.

**WHEN YOU COME BACK**  
In order to obtain the reimbursement of the travel expenses it is necessary to fill in - in all its parts - the Travel Expenses Reimbursement Request form. It is also required to organize in a rational way all the expenses receipts and then bring all the documents to the UNITN Travel Office.

**HELPPDESK**  
If you need to contact the helpdesk you can send an email to [traveldesk@unitn.it](mailto:traveldesk@unitn.it)  
For any information, please see the [user's manual](#).

**LEGENDA**  
A = Authorization  
L = Reimbursement

Attenzione! Sono state rilevate richieste in stato di b...a.

[+ Create a new Travel Authorization Request form](#)

Filtro trasferte  
Richieste Attive [Visualizza](#)

| Destination          | Departure Date | Return Date | Transaction   | Display                             | Print             | Status              |
|----------------------|----------------|-------------|---|-------------------------------------|-------------------|---------------------|
| cod. 62932           |                |             | <a href="#">A</a> <a href="#">L</a>                                     | <a href="#">A</a>                   |                   | <a href="#">...</a> |
| Verona<br>cod. 62444 | 16/11/2018     | 16/11/2018  | Waiting for the Administration response<br>Ufficio Contabilità Generale | <a href="#">A</a> <a href="#">L</a> | <a href="#">A</a> | <a href="#">...</a> |

addendum co-tutele ....p... [Mostra tutto](#)

12:25  
10/12/2018

# APPLICANT DATA > ROLE/POSITION

MyUnitn Travels e-tool Posta in arrivo (746) - laura.martuscelli@unitn.it

Università degli Studi di Trento [IT] | https://webapps.unitn.it/Missioni/en/Web/RichiestaAutorizzazione/PER0004850

App Università di Trento Come chiedere il rimborso Citrix XenApp - Logon Form REFEREE PhD Welcome Day - Soundtrack der Ausstell Homepage | PhD Research Centro sportivo università Bollettino ANS n.63 - Webinar Soluzioni BU UNITN | Smart working Index

## Gestione trasferte

Switch Role | laura.martuscelli@unitn.it | Logout | Help

uni/n.it IT | EN Map myunitn

Home Authorization Profile Messaggi

### Travel Authorization Request

Codice trasferta: 0

Send Travel Request Delete Save

1. Applicant data

2. Travel data

3. Further data

4. Advance payment

Choose the correct area\*

Direzione Didattica e Servizi agli Studenti

Name\* Surname\*

Laura Martuscelli

In quality of\*

Dipendente dell'Università di Trento

Dipendente dell'Università di Trento

Dipendente dell'Università di Trento come organo istituzionale interno

Collaboratore

**Dottorando/Assegnista**

Studente / Borsista

Organo istituzionale esterno

Altri soggetti esterni

Dipendente dell'Università di Trento - Ricercatore

Assegnista / Borsista formazione avanzata

authorized by the

Select your role/position  
(Dottorando/Assegnista)

next >>

addendum co-tutele ....p... addendum co-tutele ....p...

Mostra tutto X

Start

12:27  
10/12/2018

# APPLICANT DATA > REIMBURSEMENT

MyUnitn Travels e-tool Università degli Studi di Trento Posta in arrivo (14) - susanna.cav... Posta in arrivo - esami.stato@uni... Posta in arrivo (2) - phd.office-cs...

App Impostazioni VALUTAZIONE TITOLI APPLICATIONS MIUR CINECA MAILING LIST\_SYMP... ESAMI DI STATO CITRIX Unitn | My Digital Un Login | Università de... PITRE Login ADA GIADA Unitn-eprints.PhD Altri Preferiti

Gestione trasferte

Switch Role | susanna.cavagna@unitn.it | Logout | Help

unitn.it IT | EN Map myunitn

Home Authorization Profile Messaggi

### Travel Authorization Request

Codice trasferta: 0

Send Travel Request Delete Save

1. Applicant data

2. Travel data

3. Further data

4. Advance payment

Choose the correct area\*

Direzione Didattica e Servizi agli Studenti

Name\* Surname\*

Susanna Cavagna

In quality of\*

Dipendente dell'Università di Trento

☐ I don't ask any reimbursement for this travel.  
The request will be automatically filed by the system as soon it would be authorized by the responsible

next >>

Specify if you are not interested in the reimbursement

Windows Taskbar: 11:27





# ITALY

MyUnitn Travels e-tool Posta in arrivo (746) - laura.martus

Università degli Studi di Trento [IT] | https://webapps.unitn.it/Missioni/en/Web/RichiestaAutorizzazione/PER0004850

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Home Authorization Profile Messaggi

### Travel Authorization Request

Send Travel Request Delete Save

Codice trasferta: 63323

1. Applicant data 2. Travel data 3. Further data 4. Advance payment

**Require the authorization for the travel to**

Country \* District \*

ITALIA Selezione provincia ...

**Destination \***  
Per la missione con destinazione nel comune di residenza o sede di servizio non è previsto rimborso delle spese.  
Le missioni fra sedi di ateneo danno diritto ad un trattamento di rimborso limitato.

Departure date \* Return date \*

Per le missioni che superano i 30 giorni allegare il parere del CdF o del DG

For the following reasons(1)\*

**Fund / project**  
Indicare se conosciuto il numero del fondo su cui imputare la missione.

Search a project

Cost must be charged on fund/project number (insert SAP code)(2) \*

or insert the acronym / description in order to identify the correct fund \*

**Attachments**  
art 3 co. 5 Alla richiesta di autorizzazione va allegata idonea documentazione attestante l'oggetto della missione (a titolo esemplificativo lettera/email di invito/convocazione/accordo, locandina, brochure, manifesto o simili), la località e la durata dell'impegno.

Add file

addendum co-tutele ...p... addendum co-tutele ...p...

Mostra tutto

Start

12:29  
10/12/2018

Italian Province: choose in the list; enter the city  
(address, number etc is not needed)

The list includes all the Italian provinces.  
The Province is the main town of an  
administrative district.  
*Examples:* Pergine is in the Province of  
**Trento**; Erice in the Province of **Trapani**.

# ABROAD

UNI MyUnitn x UNI Travels e-tool x Posta in arrivo (746) - laura.martus x +

← → ↻ Università degli Studi di Trento [IT] | https://webapps.unitn.it/Missioni/en/Web/RichiestaAutorizzazione/PER0004850

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Home Authorization Profile **Messaggi** 2

## Travel Authorization Request

Codice trasferta: 63323

✓ Send Travel Request Delete Save

Bozza salvata alle 12:28:49

1. Applicant data 2. Travel data 3. Further data 4. Advance payment

Require the authorization for the travel to

Country \*

- ANTIGUA/BARBUDA
- Seleziona nazione ...
- (OLD) SERBIAMON
- AFGANISTAN
- ALBANIA
- ALGERIA
- AMER SAMOA IS.
- ANDORRA
- ANGOLA
- ANGUILLA
- ANTIGUA/BARBUDA**
- ANTILLE OLAND.
- ARABIA SAUDITA
- ARGENTINA
- ARMENIA
- ARUBA
- AUSTRALIA
- AUSTRIA
- AZERBAIGIAN
- BAHAMAS
- BAHRAIN

Search a project

Return date \*

Cost must be charged on fund/project number (insert SAP code)<sup>(2)</sup> \*

or insert the acronym / description in order to identify the correct fund \*

**Attachments**

art 3 co. 5 Alla richiesta di autorizzazione va allegata idonea documentazione attestante l'oggetto della missione (a titolo esemplificativo lettera/email di invito/convocazione/accordo, locandina, brochure, manifesto o simili), la località e la durata dell'impegno.

+ Add file

addendum co-tutele ....p... addendum co-tutele ....p...

Start e Internet Explorer File Explorer Windows Media Center Google Chrome Microsoft Word Microsoft PowerPoint

IT 12:31 10/12/2018

Choose one country from the list  
(listed in Italian)

# Box «Destination»

**1) Remember!** You cannot ask for reimbursement if the destination of your mobility is in the municipality where you have your official residence.

**2) Fill in the box as follows: CITY – INSTITUTION**

Examples:

- Roma – Università «La Sapienza»
- Berlin – Freie Universität Berlin
- Paris – CNRS Centre national de la recherche scientifique
- Verona – Azienda Ospedaliera di Borgo Trento
- Cisterna - Consorzio di bonifica
- Torino – FCA Fiat Chrysler Automobili
- Milano - Politecnico

Specify the official and complete name, in original language, of the hosting institution.

In case of Conferences, Summer schools, Workshops etc., if the hosting institution/location is different from the organizing institution, write the organizing institution instead. Example: Erice – Associazione Internazionale di Astrofisica - Convegno di astrofisica 2008

# Box «Dates»

The dates of start and return MUST refer to the actual dates you leave and return (for insurance purposes) from Trento/Povo/Rovereto.

If you leave in advance (or return later) for personal reasons with respect to the period of mobility referred to your didactic/research activity (duration of the research period, conference, etc.) you must specify it in the box «For the following reasons».

*Example:* EUREGIO – Conference «Borders beyond borders» - The days 23-25 april I will remain for personal reasons.

# Box «For the following reasons»

**Clearly specify the motivation.**

## **International Mobility Programmes:**

Erasmus+ Study  
Erasmus+ Traineeship  
Erasmus Mundus Joint Doctorate (SMART, IDEALAB)  
Marie Skłodowska-Curie Action  
Horizon2020 Actions  
International Credit Mobility-ICM  
EIT  
co-tutelle de these  
Collège de France  
bilateral agreement  
ITPAR  
other (specify)

## **Research activities:**

free mover  
visiting PhD student  
internship at research labs or institutions  
summer/winter school  
seminar-conference-workshop-symposium  
participation to research programmes or projects (PRIN, FIRB, ...)  
other (specify)

*Examples:*

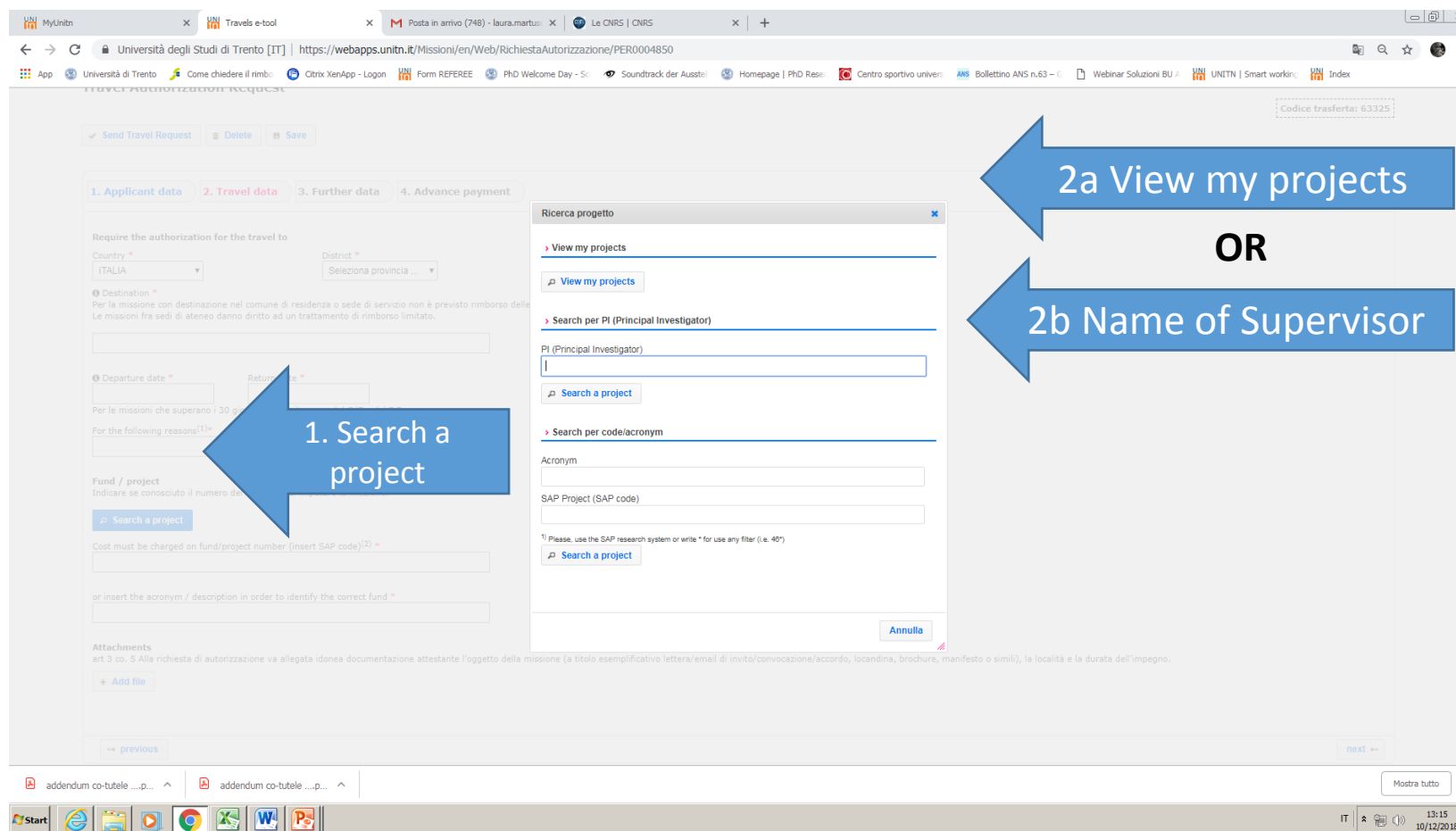
- Conference « IDRAPOWER 2018» and poster presentation
- Summer School «Maths on the rocks»
- Research period at the Experimental laboratory
- Field research /Ricerca su campo / Ricerca in azienda
- Stage/Internship

**In case of a mobility within a specific project ALWAYS quote it as the first information.**

*Examples:*

- EUREGIO – Conference «Borders beyond borders»
- ERASMUS+ – Mobility research period at the partner institution
- MSCA – Mandatory secondment to the partner organization
- PRIN – riunione per presentazione risultati
- CO-TUTELA DI TESI – Research period at the partner institution
- H2020 – EUROFLOW project – Kick-off meeting

# Box «Fund/Project»



The screenshot displays the 'Fund/Project' search interface on the University of Trento web portal. The main form is titled '1. Applicant data' and includes fields for 'Country' (set to ITALIA), 'District' (Seleziona provincia...), 'Destination', 'Departure date', and 'Return date'. A blue arrow labeled '1. Search a project' points to the 'Search a project' button. To the right, a modal window titled 'Ricerca progetto' (Project Search) is open, showing three search methods: 'View my projects' (with a 'View my projects' button), 'Search per PI (Principal Investigator)' (with a 'Search a project' button), and 'Search per code/acronym' (with a 'Search a project' button). A blue arrow labeled '2a View my projects' points to the 'View my projects' button, and another blue arrow labeled '2b Name of Supervisor' points to the 'Search a project' button under the PI search method. The word 'OR' is centered between these two arrows. The bottom of the page shows a Windows taskbar with various application icons and a system clock indicating 13:15 on 10/12/2018.

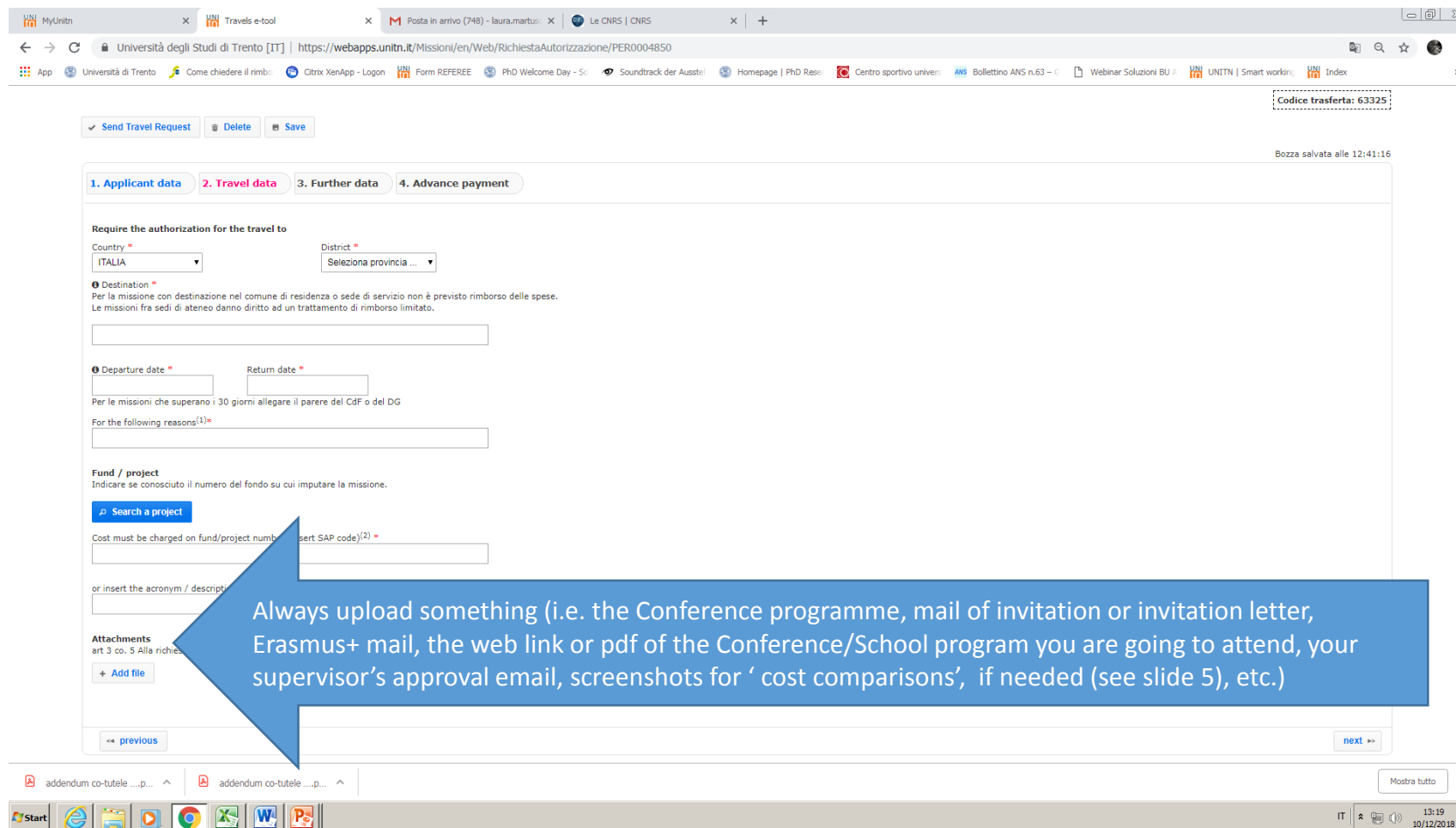
1. Search a project

2a View my projects

OR

2b Name of Supervisor

# Box «Attachments»



MyUnitn Travels e-tool Posta in arrivo (748) - laura.martus Le CNRS | CNRS

https://webapps.unitn.it/Missioni/en/Web/RichiestaAutorizzazione/PER0004850

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Codice trasferta: 63325

Bozza salvata alle 12:41:16

✓ Send Travel Request Delete Save

1. Applicant data 2. Travel data 3. Further data 4. Advance payment

**Require the authorization for the travel to**

Country \* ITALIA District \* Seleziona provincia ...

Destination \*  
Per la missione con destinazione nel comune di residenza o sede di servizio non è previsto rimborso delle spese.  
Le missioni fra sedi di ateneo danno diritto ad un trattamento di rimborso limitato.

Departure date \* Return date \*  
Per le missioni che superano i 30 giorni allegare il parere del CdF o del DG

For the following reasons(1)\*

**Fund / project**  
Indicare se conosciuto il numero del fondo su cui imputare la missione.

Search a project

Cost must be charged on fund/project number. Insert SAP code(2) \*

or insert the acronym / description

**Attachments**  
art 3 co. 5 Alla richiesta

+ Add file

previous next

addendum co-tutela ....p... addendum co-tutela ....p...

Mostra tutto

IT 13:19 10/12/2018

Always upload something (i.e. the Conference programme, mail of invitation or invitation letter, Erasmus+ mail, the web link or pdf of the Conference/School program you are going to attend, your supervisor's approval email, screenshots for 'cost comparisons', if needed (see slide 5), etc.)

# Box «Means»

The screenshot displays the 'Gestione trasferte' (Travel Management) web application. The main heading is 'Travel Authorization Request'. Below this, there are buttons for 'Send Travel Request', 'Delete', and 'Save'. The form is divided into three main sections: '1. Applicant data', '2. Travel data', and '3. Extraordinary means of transport'. The 'Travel data' section is currently active, showing options for 'Usual means of transport' (Business means, Usual means of transport (art 6.1), Extraordinary means of transport (art 6.1)) and a text box for 'Extraordinary means of transport is due to:'. A blue arrow points to the 'Usual means of transport' section with the text 'Usual means: train, bus, airplane, car up to km 700 (return included)'. Another blue arrow points to the 'Extraordinary means of transport' section with the text 'In case of car-sharing specify the names of other students/partners with you in the Extraordinary means box'. The bottom of the form has 'previous' and 'next' navigation buttons. The browser's address bar shows the URL 'https://webapps.unitn.it/Missioni/en/Web/RichiestaAutorizzazione/PER0004850'.





# Box «Advance payment»

MyUnitn Travels e-tool Posta in arrivo (747) - laura.martuscelli

Università degli Studi di Trento [IT] | https://webapps.unitn.it/Missioni/en/Web/RichiestaAutorizzazione/PER0004850

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Switch Role | laura.martuscelli@unitn.it | Logout | Help  
unitn.it IT | EN Map myunitn

## Gestione trasferte

Home Authorization Profile Messaggi

### Travel Authorization Request

✓ Send Travel Request Delete Save

Codice trasferta: 63325

Bozza salvata alle 13:52:54

1. Applicant data 2. Travel data 3. Further data 4. Advance payment

**art 4**

2. La richiesta di anticipo va effettuata contestualmente all'autorizzazione missione, tramite e-mail superiore ai 3 giorni.  
- L'anticipo viene erogato solamente tramite bonifico bancario; poiché i mandati di pagamento sono emessi solo a fine missione.

**It is required an advance payment for (€)**

|              |      |      |
|--------------|------|------|
| meals        | 0.00 | Euro |
| accomodation | 0.00 | Euro |
| travel       | 0.00 | Euro |
| Total amount | 0.00 | Euro |

< previous

✓ Send Travel Request

addendum co-tutele ...p... addendum co-tutele ...p...

Mostra tutto X

Start Internet Explorer File Explorer Google Chrome Microsoft Word Microsoft PowerPoint

IT 13:53 10/12/2018

Specify the type of expense (train/airplane ticket, hotel room...)

Last step: Send request to address in next page

# Useful contacts - 1

## Science & Technology - PhD Office

Via Sommarive, 14 – Povo (Trento)

Ph. +39 0461 28 2194 - 1662 - 3909 - 5332

[phd.office-st@unitn.it](mailto:phd.office-st@unitn.it)

Office opening hours: Mondays, Wednesdays,  
Fridays: 10:00-12:00 a.m.

## Humanities and Cognitive Sciences Area - PhD Office

Via Verdi, 26 - 38122 Trento

Ph. +39 0461 28 2188 -1753 - 2193 - 3232

Fax +39 0461 282191

[phd.office-cssh@unitn.it](mailto:phd.office-cssh@unitn.it)

Office opening hours: from Monday to Friday:  
10:00-12:00 a.m.; Tuesdays: 14.00:16.00 p.m.

## Administrative Services for Teaching and Research Activities – Povo

### *Ufficio approvvigionamenti e contabilità*

Via Sommarive, 9, Povo, 38123 Trento

Tel. +39 0461 281931 - 1923

[missioni.collina@unitn.it](mailto:missioni.collina@unitn.it)

## Administrative Services for Teaching and Research Activities – Trento

Via Giuseppe Verdi, 26, 38122 Trento

Tel. +39 0461 283128 - 1805

[serv.amm.cont.citta@unitn.it](mailto:serv.amm.cont.citta@unitn.it)

## Administrative Services for Teaching and Research Activities – Rovereto

Corso Bettini, 84, Rovereto, 38068 Trento

Tel. +39 0464 808435 - 8453

[serv.amm.cont.rovereto@unitn.it](mailto:serv.amm.cont.rovereto@unitn.it)

# Useful contacts - 2

| Doctoral Programme   | Email  |
|--|--|
| ECONOMICS AND MANAGEMENT   | <a href="mailto:school.socialsciences@unitn.it">school.socialsciences@unitn.it</a> |
| DEVELOPMENT ECONOMICS AND LOCAL SYSTEMS - DELoS                  |  |
| LOCAL DEVELOPMENT AND GLOBAL DYNAMICS - LDGD                     |  |
| SOCIOLOGY AND SOCIAL RESEARCH                                    |  |
| COMPARATIVE AND EUROPEAN LEGAL STUDIES                           | <a href="mailto:dottorato.sgce@unitn.it">dottorato.sgce@unitn.it</a>               |
| INTERNATIONAL STUDIES  | <a href="mailto:phd.ssi@unitn.it">phd.ssi@unitn.it</a>                             |
| EUROPEAN CULTURES. ENVIRONMENT, CONTEXTS, HISTORIES, ARTS, IDEAS | <a href="mailto:staffdip@lett.unitn.it">staffdip@lett.unitn.it</a>                 |
| FORMS OF THE TEXT  |  |
| HUMANITIES   |  |
| COGNITIVE AND BRAIN SCIENCES                                     | <a href="mailto:phd.cimec@unitn.it">phd.cimec@unitn.it</a>                         |
| PSYCHOLOGICAL SCIENCES AND EDUCATION                             | <a href="mailto:phd.dipsco@unitn.it">phd.dipsco@unitn.it</a> ;                     |
| PHYSICS  | <a href="mailto:phd.physics@unitn.it">phd.physics@unitn.it</a>                     |
| INFORMATION AND COMMUNICATION TECHNOLOGY                         | <a href="mailto:ict.school@unitn.it">ict.school@unitn.it</a>                       |
| CIVIL, ENVIRONMENTAL AND MECHANICAL ENGINEERING                  | <a href="mailto:dicamphd@unitn.it">dicamphd@unitn.it</a>                           |
| MATERIALS, MECHATRONICS AND SYSTEMS ENGINEERING                  | <a href="mailto:dii.phd@unitn.it">dii.phd@unitn.it</a>                             |
| MATHEMATICS  | <a href="mailto:phd.maths@unitn.it">phd.maths@unitn.it</a>                         |
| BIOMELOCULAR SCIENCES  | <a href="mailto:phd.bioscie@unitn.it">phd.bioscie@unitn.it</a>                     |