

## PhD COMPETITIONS BANDO PON BORSE AGGIUNTIVE - XXXVII cycle - DM 1061 (DEL 10/08/2021) (Academic Year 2021/2022)

<http://phd.unipv.it/bando-pon-37-ciclo/>

### WARNING:

THIS DOCUMENT DOES NOT REPLACE THE CALL FOR APPLICATIONS.  
BEFORE APPLYING, READ CAREFULLY THE CALL  
AVAILABLE AT <http://phd.unipv.it/bando-pon-37-ciclo/>  
IF YOU NEED ASSISTANCE PLEASE CONTACT [concorso-dottorati@unipv.it](mailto:concorso-dottorati@unipv.it)

### HOW TO APPLY

1. **Read carefully the call for applications at <http://phd.unipv.it/bando-pon-37-ciclo/>.**
2. Choose the PhD course of your interest, paying attention to the selection procedure and the date of the test(s).
3. Get ready in advance the documents you will have to upload during the procedure. The self-declarations and the *curriculum vitae*, if required, must be signed. The list of the qualifications assessed for each PhD competition is available on Annex 1 of the call for applications (p. 15 ff.)
4. Click on the following link:  
[https://studentonline.unipv.it/esse3/Home.do?cod\\_lingua=eng](https://studentonline.unipv.it/esse3/Home.do?cod_lingua=eng)
5. If you are not already registered in the University database, click on **Registration** (top right menu). Please, while registering enter your full name and surname. At the end of the procedure, you will receive a username and a password to access the system and apply for the PhD course of your interest.  
If you are already registered in the University database, you can log in using the username and password you already have. If you have forgotten them, please click on **Forgotten password** and follow the instructions provided.  
Once you get your username and password, select **Login** (top right menu) and enter your username and password.  
Click on **Home** (top right menu) > **Personal data** and check that your data are correct, paying attention in particular to the e-mail address and the permanent address (residence).
6. After the login, a welcome page will appear. Select **Admissions** from the top right menu. A

new menu will appear. Click on **Admission test**, then on the blue button **Admission test** at the bottom of the page. In the "Course selection" page, select **PhD program**, then the course you wish to apply for.

7. During the application procedure you will be asked to enter the following information:
  - a. the PhD course of your choice;
  - b. the data of a valid identity document (unless already entered during the registration process);
  - c. the language whose knowledge will be verified during the interview;
  - d. if necessary, data on your disability and request for special assistance;
  - e. the data of your academic degree(s). Only insert the data of your second-level degree if it has been attained in Italy; if your second-level degree has been attained abroad, please insert the data regarding **all your academic degrees**;
  - f. the interviewed will be held via **videoconference**
  
8. In the "QUALIFICATIONS" page, **upload the documents regarding the qualifications assessed** and, if your second-level degree has been attained abroad, the complete documentation on all your foreign academic degrees. Do not forget to also attach a copy of your identity document. Each file's denomination must include the candidate's surname e the type of the qualification (e.g. *surname\_curriculumvitae*).  
Remember that you will be allowed to add, cancel or modify the qualifications you have uploaded until the deadline of Novembre 02, 2021 at 17:00 pm (CET).
  
10. The online application is correctly concluded once the system has generated the application pdf file (*"Domanda/ricervuta di partecipazione alla prova di ammissione"*) and the notice for the payment of the application fee (€ 35).

Candidates who have already participated in the XXXVII-cycle call for applications at the University of Pavia for the 2021/22 academic year will be exempt from making the selection procedure payment. To claim the exemption, candidates must present a self-declaration and/or payment receipt

Once the online application has been completed and no later than November 02, 2021 at 17:00 pm (CET), you will be allowed to:

- **modify the data** entered during the application procedure (login > admissions > admission tests > link of the PhD competition you are registered for > blue button "Modify the registration"). Warning: in order for the modifications to be saved, you will have to conclude the full application procedure anew;
- **Add, modify and/or cancel the documents uploaded** in the "Qualifications" page (login > admissions > admission tests > link of the PhD competition you are registered for > "Enter/modify qualifications" blue button);

**WARNING: AFTER THE DEADLINE FOR APPLICATION CANDIDATES WILL NOT BE ALLOWED NEITHER TO MODIFY NOR TO COMPLETE THE DOCUMENTS AND DATA ENTERED IN THE ONLINE APPLICATION.**

The application form must be printed, signed and send, together with a copy of a valid identity document, to [concorso-dottorati@unipv.it](mailto:concorso-dottorati@unipv.it) by the date of the interview. If you have modified the data in the application after its completion, make sure to print anew the application form so that the information is updated.

#### **AFTER THE ONLINE APPLICATION:**

- **Print the application form.** If you are not going to take any on-site test, sign it and send it, together with a copy of a valid identity document, to [concorso-dottorati@unipv.it](mailto:concorso-dottorati@unipv.it) by the date of the interview.
- Pay the **application fee** (see the call for applications, art. 5, para. 2) of € **35**. The participation fee must be paid via the PagoPA system, with one of the following methods:
  - o **direct payment** (credit cards or bank transfers through the affiliated banks) in the "Payments" section of your Personal Area, by clicking on the invoice number, then on the "Pay by PagoPA" button;
  - o **deferred payment**, bringing your PagoPA invoice to a bank, a post office, a SISAL or Lottomatica point, or using your home banking system. Candidates can print the invoice in their Reserved Area, by clicking on the invoice number and then on the button "Print notice for PagoPA".

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