



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

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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 “SP&F 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 SP&F 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 is the 11th – History, Philosophy, Pedagogy and Psychology.

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 SP&F 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)
 - b) The Director of the Doctoral Programme (Art.15 of the University Regulation)
 - c) The Executive Committee (Art. 16 of the University Regulation)

Art. 6 – The Doctoral Programme Committee

1. The scholars who have the right to vote in the Doctoral Programme Committee of the SP&F Course are:



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- a) first and second level professors and university researchers;
 - b) first level researchers, research directors and similar positions in public research organisations;
 - c) qualified experts, including those who are not accredited in the Consortiums (art.2 of 2013 DM 94).
2. Eight (8) experts out of the members of the list a) need to be employed at the University of Trento and four (4) at least need to have as a researcher, even though their activity takes place in another University.
 3. The number of members of the list c) shall be lower than the number of the accredited members.
 4. 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 accreditation/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.
 5. 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 School, whose duties are the management of the School, assistance and written reporting.
 - b) two representatives of SP&F students with a consulting function and only for issues regarding the general progress of the Programme and the training courses.
 6. The Committee meets at least twice a year upon call of the Director.
 7. The Doctoral Programme Committee is also called upon request of at least 1/3 of its members.
 8. 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.
 9. 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.
 10. Seats are valid if the majority of the Committee members of the list a) (comma 1) are present, net of the justified absent members.
 11. 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.
 12. 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.
 13. The Committee shall carry out all tasks as outlined in the Regulation of Doctoral Courses, to which this Regulation integrally refers.
 14. 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 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 Regulation 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 SP&F 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.
2. The Tutor shall support the students in his/her research activity during the SP&F 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 members – list b) and c) – per Art. 6 comma 1 of this Regulation.
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 SP&F 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 SP&F Course is organized in a series of training activities, submitted at the beginning of each academic year in the Study Programme of the School, describing how they will be organized.
2. During the year, the SP&F 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 SP&F 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.
 - possible admission of individual curricula;
 - calendar of the deadlines for the presentation of individual study programmes and relative approval by the Doctoral Programme Committee.

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, the regulations of the Art. 14, comma 5 (h-i) of the University Regulations for Doctoral Programme are applied.



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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 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 attended courses 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 and a written assessment of the Teaching assistant.
3. In order to be admitted to the final examination, PhD students shall:
 - submit the preliminary version of their doctoral thesis by the end of April of the third year, after the approval of the Teaching assistant.
 - obtain a positive scientific assessment by the Doctoral Programme Committee, who takes in consideration the Teaching assistant's evaluation and elects two or more referees for the effective evaluation of the thesis;
 - send a copy of the written version of the doctoral thesis to the referees, who have to evaluate the thesis, give an objective assessment and report comments and suggestions for possible improvement as requested by the Tutor or the Coordinator.
 - the referees are expected to evaluate the dissertation through an analytic comment and to propose either its public defence or the postponement for a period not longer than six months, should significant changes or integrations be necessary.
 - the doctoral thesis is discussed after the end of the third year with the exception of what is described per Art. 31, comma 6 and 7 of the University Regulation for Doctoral Courses.

Art. 14 – Doctoral title conferral

1. 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.
2. 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:
 - 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.
2. PhD students shall follow the procedures for training activities published on the website of the Department.

Art. 16 – Financial support for PhD students

1. By the end of the second year, the Department's Council allocates individual financial resources corresponding to 10% of SP&F students' grant.
2. First year students will receive a personal financial budget by the Department, depending on the Department's budgetary availability.



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3. Students may use the Department's financial support to participate in conferences, seminars and other relevant scientific events, provided that the Tutor approved them.
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, unless the Doctoral Programme Committee explicitly gives authorization to use the residual financing between the end of the third academic year and the doctoral title conferral.

Art. 17 – Activities compatible with the Doctoral Programme

1. As per Art. 27 of the University Regulation for Doctoral Courses, PhD students may be tutors for undergraduate and graduate students and attend additional training activities, if these activities do not prevent the students from attending doctoral courses and training activities. Additional activities are considered part of the study programme and need to be approved by the Doctoral Course Committee.
2. 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. The provisions of these Regulations are not applicable to the Doctoral Courses established earlier than the current University Regulations for Doctoral Courses. The previous cycles follow the regulations of the Doctoral School in Psychological Sciences and Education, which the Department's Council approved.
2. 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.