



PhD Programme in International Studies HANDBOOK

November 2017

Years 2017-2020

This version applies from 1 November 2017

to the PhD students enrolled in year 2017-18 (XXXIII cohort)

This document may be updated throughout the year.

Be sure to check the updated online version at the School website

(<http://www.unitn.it/drsis/node/134>)



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Welcome to the PhD Programme in International Studies

By Prof. Andrea Fracasso, Director of the School of International Studies

The contemporary world is in **dynamic evolution and thus full of uncertainty, challenges, and opportunities**. The conventional reference points that policy-makers and academics had used to understand the international system no longer provide the certainty they once did. The international system is still dominated by States as main actors but they must contend with a range of other actors that can now influence processes and outcomes, from organizations such as the European Union to individuals and associations making their voices heard in civil society. With its School of International Studies and the PhD Programme, the University of Trento seeks to **respond to these changes** and the consequently and rapidly increasing demand for internationally oriented professionals and academics who are **capable of transcending the boundaries of traditional academic disciplines**.

The School of International Studies at the University of Trento is in many ways an **ideal setting for such a Programme. It is interdisciplinary in nature** – drawing from law, economics, political science, and history, so that students can pursue advanced research in a broad variety of the issues characterising the contemporary international system and cutting across traditional academic boundaries. Moreover, the University of Trento is among the most internationally oriented universities in Italy. The **School's international vocation** is reflected not only in its course offerings but also in its wide range of activities (e.g., seminars, workshops, conferences) and agreements with international partners (e.g. exchange programmes, joint research activities, internship programmes). The international dimension is also characteristic of the diverse composition of its past and current student body. Moreover, the School hosts a number of resident and visiting research fellows who contribute, together with Faculty members and PhD students, to the research activities conducted at the School.

Besides the PhD Programme, the School offers two **Master's Degree Programmes**: the Master's in European and International Studies (MEIS) and a joint Master's Degree in International Security Studies (MISS) with the Sant'Anna School of Advanced Studies of Pisa, both taught entirely in English. The School organizes scientific and social events with the view to bringing Master students, PhD students and Faculty members together.

Our **alumni have begun to assume important positions in the academic and policy-making worlds**, drawing on the skills they acquired while at the School. After more than ten years of PhD and Master's programmes and with over 300 graduates, the School set up an Alumni Network that allows to keep track of their achievements and exchange with them. We are proud of what they have achieved and we look forward to helping you develop your understanding of the contemporary world.



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I am very pleased indeed that you have chosen the School of International Studies at the University of Trento as the venue for your doctoral studies, and I hope you will find your stay an enriching experience.

Welcome to the School and good luck!



Presentation

The Graduate School of International Studies was founded in June 2001 with the objective of creating a centre at the University of Trento to study some of the most pressing issues facing the contemporary world. The PhD Programme in International Studies, launched in 2004, aims to provide highly qualified young scholars with the opportunity to **develop analytical and research skills that will lead to successful academic and policy-oriented careers.**

The PhD Programme draws on the expertise of leading Research Departments (Sociology and Social Research, Law, Economics, History and Modern Languages and Humanities) merged together in an interdisciplinary research degree. The Programme's mission is to prepare PhDs for competition in the international academic job market as well as to pursue careers in international intergovernmental and nongovernmental organizations. Admission to the Programme is highly competitive and is open to citizens of any country in possession of a graduate degree in disciplines related to International Studies.

The PhD Programme **combines both structured coursework and individual research.** In the first year, the PhD students take a range of classes and participate in a series of seminars. Students choose their own research projects, taking into consideration the resources available in the School.

The University of Trento has a broad range of international agreements with other universities, research institutes, and international organisations that facilitate research periods abroad. In addition, the School makes funds available for field research and travel to conferences.



1. WHO IS WHO: PROGRAMME BODIES AND ADMIN STAFF

The Programme Bodies are the PhD Programme Committee (Faculty), the Programme Coordinator, and the Vice-Coordinator.

COORDINATOR

Prof. Jens WOELK

Associate Professor - Comparative Constitutional Law
School of International Studies - Faculty of Law

VICE-COORDINATOR

Prof. Stefano SCHIAVO

Full Professor - Economics
School of International Studies - Dept. of Economics and Management

PROGRAMME COMMITTEE MEMBERS AND THEIR RESEARCH AREAS

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EU Law, Protection of Fundamental Rights in Europe, Terrorism

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International Politics and Security Issues

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Comparative Law, EU Law, Private Law

Stefano BENATI (stefano.benati@unitn.it)

Voting Games and Power Indexes, Statistic Methods for Clustering and Ranking, Portfolio Models and Applications

Luigi BONATTI (luigi.bonatti@unitn.it)

Growth Theory and Theory of Sustainable Development, Macroeconomics and International Economics, Rationality and Public Choices

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International Labour Law, EC Labour Law and Comparative Labour Law with particular regard to the German Law system

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Political Theory, History of Political Thought, Political Philosophy

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International Economics, Development Economics, Applied Econometrics

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International Politics, International Security, Non-proliferation



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Transnational Social Movements, Civil Society, European Union Politics, European Parliament, Global Environmental Politics, Political Ecology

Marco PERTILE (marco.pertile@unitn.it)

The Law of Armed Conflicts, International Law and Natural Resources, Human Rights Protection

Paolo ROSA (paolo.rosa@unitn.it)

Foreign Policy Analysis, Italy's Foreign and Military Behaviour, Chinese Politics, Strategic Cultures, Non-proliferation, Quantitative Analysis of Conflicts, Peace Research

Carlo RUZZA (carlo.ruzza@unitn.it)

Political Participation and Civil Society, Social Movements and Public Interest Groups, Ethnic Relations, European Studies

Stefano SCHIAVO (stefano.schiavo@unitn.it)

International Economics, Network Analysis, International Trade, Food Security

Jens WOELK (jens.woelk@unitn.it)

Comparative Constitutional Law, Federalism/Regionalism, Minority-protection

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United Nations Interregional Crime and Justice Research Institute (UNICRI)

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UNITRENTO PHD OFFICE – HUMANITIES AREA

phd.office-cssh@unitn.it



2. 2017-18 ACADEMIC YEAR CALENDAR

PHD PROGRAM IN INTERNATIONAL STUDIES 2017-18

2017-18 ACADEMIC YEAR CALENDAR

	START	END
Fall Courses	02.11.2017	31.01.2018
Exams/papers	01.02.2018	28.02.2018
Spring Courses	01.03.2018	31.05.2018
Exam Period	01.06.2018	31.07.2018
Winter Break	22.12.2017	08.01.2018
Spring Break	30.03.2018	04.04.2018

PHD STUDENTS WILL BE INFORMED OF VARIATIONS IN THE CALENDAR

November 2017
PhD Meeting (XXXIII cohort)
From October through June
Guest Lectures/Seminars
9 October 2018 TBC
Proposal submissions
(XXXIII cohort)
23 October 2018 TBC
Graduate Student Conference
(XXXIII cohort)

National Holidays
1 November 2017
8 December 2017
25 and 26 December 2017
1 January 2018
2 April 2018
25 April 2018
1 May 2018
26 June 2018 (Trento)
15 August 2018

School Closed
30 April 2018

3. OVERVIEW OF THE PROGRAMME

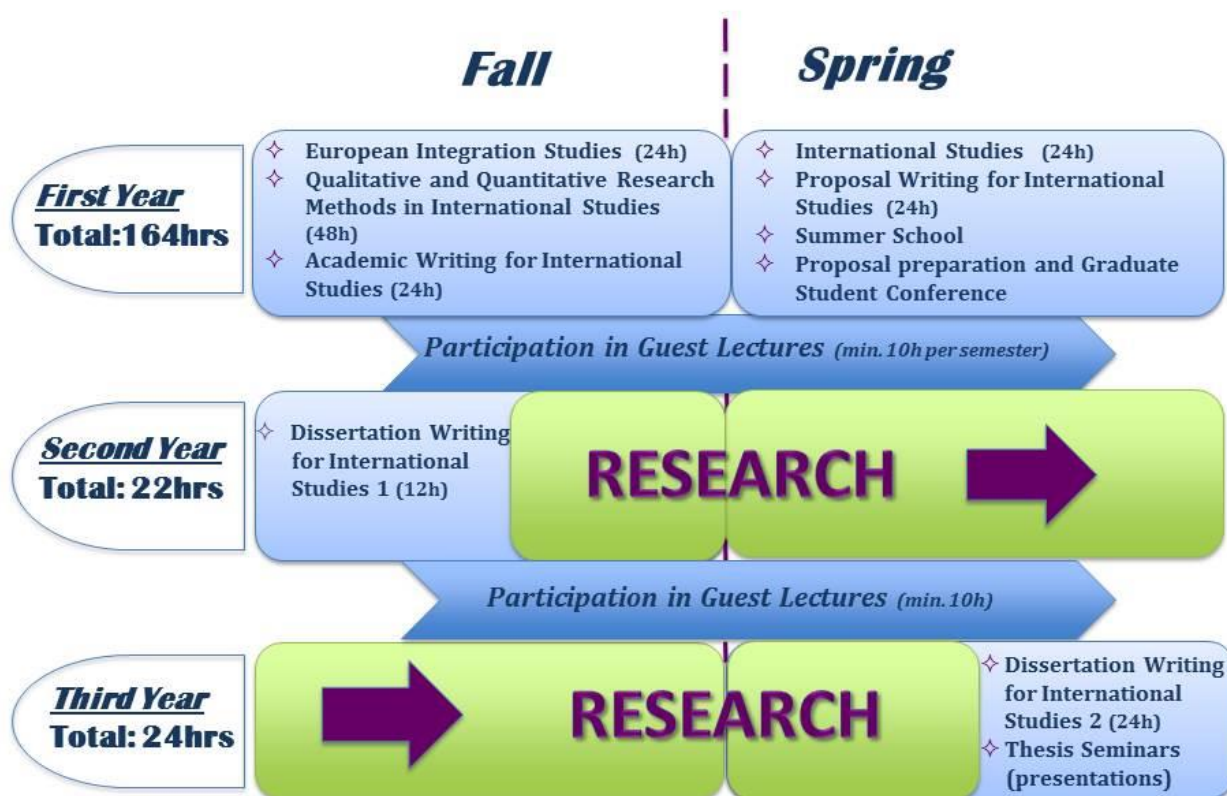
The PhD Programme is interdisciplinary and consists of structured coursework, a period of research outside Italy, and the elaboration of a research dissertation.

Exams take place at the end of the first and second semesters; the Graduate Student Conference (end of first academic year) provides PhD students the first opportunity to present their dissertation research project in public.

Further academic activities include (active) participation in Guest Lectures and Seminars organized by the School of International Studies, and autonomous study.

Overall scheme

Programme Organisation



3.1 TEACHING AND RESEARCH

1st YEAR

1st SEMESTER

- ❖ Highs and Lows of European Integration - Interdisciplinary Course 1 - European Integration Studies (24 hrs)
- ❖ Qualitative Research Methods in International Studies (24 hrs)
- ❖ Quantitative Research Methods in International Studies (24 hrs)
- ❖ Academic Writing for International Studies and the Social Sciences (24 hrs)
- ❖ Participation in SIS Guest Lectures and seminars organized by other Departments (min. 10 hrs)¹

¹ Counted 2 hours each



2nd SEMESTER

- ❖ Current Security Issues and International Relations - Interdisciplinary Course 2 - International Studies (24 hrs)
- ❖ Proposal Writing for International Studies (24 hrs)
- ❖ Participation in SIS Guest Lectures and seminars organized by other Departments (min. 10 hrs)²
 - Choose your supervisor (see 7)
 - **Research and Preparation of Research Proposal**
- ❖ Summer School
- ❖ Graduate Student Conference (presentation of research proposal and evaluation by board of professors)

2nd YEAR

3rd SEMESTER

- ❖ Dissertation Writing for International Studies 1 (12 hrs)
- ❖ Participation in SIS Guest Lectures and seminars organized by other Departments (min. 10 hrs)³
 - **Research and elaboration of thesis**
 - Regular meetings with the supervisors (*Supervision Record*)
 - Draft review of the relevant literature. Deadline: end of the semester (January)

4th SEMESTER

- **Research and elaboration of thesis**

Typically PhD students use this and the following semester for their **research abroad** collecting information, reviewing materials, gaining experience in other research institutions, archives, and international organizations, and starting to write their research dissertation.
- Submission of a chapter and evaluation by the supervisor. Deadline: end of September ⁴

3rd YEAR

5th SEMESTER

- **Research and elaboration of thesis**

² Counted 2 hours each

³ Counted 2 hours each

⁴ In case of motivated doubts by the supervisor regarding quality and quantity of work produced, a board of professors will examine the case and decide about progression in the programme.



6th SEMESTER

- **Research and elaboration of thesis**
- ❖ Dissertation Writing for International Studies 2 (24 hours)
- Presentations to the School
PhD students will have to present parts of their research work in seminars offered to the School, which is part of the preparation for the final examination in which the results of the dissertation have to be defended in front of external examiners. The presentations and Dissertation Writing Workshop will give students the opportunity to receive feedback during the elaboration of their dissertation.
- Request to supervisor/PhD Programme Committee for admission to the Final Examination.
Deadline: end of September

4. COURSE DESCRIPTIONS

1st YEAR

INTERDISCIPLINARY COURSE 1

European Integration Studies

On the occasion of the 60th anniversary of the Treaty of Rome that established the European Community, the School of International Studies organizes a Scientific Conference: "HIGHS AND LOWS OF EUROPEAN INTEGRATION - 60 YEARS AFTER THE TREATY OF ROME".

The Conference will cover a range of issues related to the evolutionary process of European integration, starting from the original Community Treaties up to the Lisbon Treaty. The objective is an interdisciplinary analysis comparing four main thematic areas from an economic, legal, sociological, political and historical points of view, allowing a broad-spectrum analysis of the complexities of European integration. The conference will focus on the following main topics: (1) the institutional reforms from the 1950's up to nowadays; (2) the evolution of the relationships between Northern and Southern countries in Europe; (3) nationalism and populism in Europe; (4) EU external relationships.

The above topics are the thread of the seminars that build the course. Each seminar will have the opportunity to further develop those aspects that have been addressed by the panels at the Conference.

Assessment: Paper (✓), Written Exam ()

INTERDISCIPLINARY COURSE 2

International Studies

Current issues of international security studies will be treated from different disciplinary perspectives in the second course. In various seminars, Faculty of the School of International Studies will introduce



into single topics relevant for the current academic debate on International Studies related to security issues. A Round Table presenting the variety of topics will open the course identifying a common thread.

Assessment: Paper (✓), Written Exam ()

METHODOLOGY

❖ Quantitative Research Methods in International Studies

Common Objectives and Goals:

Acquire a basic knowledge of model formulation, using game theory, and parameter estimation, using statistical inference. At the end of the course, students should be able to recognize the main underlying process (e.g. the structure of the game) of political, economic and social interactions. Students should also develop skills of data analysis using appropriate software and gaining the ability to interpret results in scientific publications.

Course Description:

The course is divided essentially in two parts. The first introduces students to game theory, as a formal model to describe and forecast the outcome of a social interaction. The second part of the course aims to provide the basic elements of probability and statistical inference. Throughout the course, Excel (or analogous software) will be used both to perform statistical analysis on real data sets, and to perform simulated probabilistic experiments (via the Monte Carlo method).

Major Teaching Topics:

- Game Theory and Statistics for Political Sciences
- Games in normal form and extensive form. Solution concepts: Backward induction, Nash Equilibria.
- Some classic games in International Affairs: zero-sum, chicken (hawk and doves), battles of the sexes, prisoner's dilemma. Mixed strategy equilibria and the evolution of norms.
- Statistics Inference on Political Data: Inference on probabilities, expectations and variances;
- Bivariate analysis on categorical variables: two-way tables; Bivariate analysis on numerical variables: linear regression.

Assessment:

The exam consists in the exposition of selected papers by students. Full lists will be available during the course and depends on student's research projects.

❖ Qualitative Research Methods in International Studies

The course has two main aims:

- help PhD students to identify a research question around which to develop their research proposal (to be presented at the Graduate Student Conference) and, eventually, their dissertation;



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- introduce PhD students to some of the relevant qualitative methodologies used in international studies and the social sciences, which they can then apply in their own research work.

The course is divided in two parts, covering different approaches and methods. Topics covered in the course include textual analysis, interviews, policy research, comparative methods and case studies, discourse and content analysis. Classes will cover both the basic theoretical underpinning of the methods, and illustrate their applications in actual research.

Assessment: Paper (✓), Written Exam ()

ACADEMIC WRITING INSTRUCTION

English is the working language of the PhD programme in International Studies. During the programme, students are expected to attain a high level of academic and professional competence in both written and spoken English. The overall aim of Academic Writing Instruction is to help students develop the writing and related research skills necessary not only for completing degree-related requirements, but also for becoming autonomous and productive researchers in international studies with established records of publication.

❖ Academic Writing for International Studies and the Social Sciences

Objective: To introduce first-semester students to key aspects of academic writing at the doctoral level.

Description: This course examines the main characteristics and genres of academic writing in the social sciences and law. It focuses on identifying the purposes of specific types of writing, meeting the expectations of target readers, drafting and revising texts, and constructively criticising the writing of others; a substantial portion of class time is spent workshopping drafts. The course also helps develop skills such as bibliographic research and oral presentation. Other goals include familiarizing students with the process of academic book reviewing—those who have not yet published a review in an international journal are strongly encouraged to do so—and with the importance of professional standards in international research such as the avoidance of unintentional plagiarism through appropriate note-taking, quotation, and citation practices. Depending upon the needs of participants, specific topics that may be examined include strengthening thesis statements and paragraph development, syntactic problems in academic writing, and language-use choices that influence register.

Assessment: Based on active participation in the seminars and prompt completion of assignments.

❖ Proposal Writing for International Studies

Objective: To help second-semester students develop and elaborate their research proposals and to prepare their presentations for the Graduate Student Conference.

Description: This workshop focuses on the organizational and linguistic aspects of writing a successful proposal, including identifying and elaborating researchable problems, conducting and



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composing critical literature reviews, and describing research designs and methods. Some specific issues that are examined are structuring and signposting texts, improving cohesion within and between sections, and adopting an appropriate authorial voice.

Prerequisite: Completion of Academic Writing for International Studies.

Assessment: Based on active participation in the seminar and prompt completion of assignments.

❖ **Graduate Student Conference**

At the **end of the second semester**, PhD students will work on the preparation of their dissertation proposal in order to present it at the **Graduate Student Conference** in October. The Graduate Student Conference will be the first opportunity for the PhD students to present an outline of their work in public. A week before the Conference, the PhD students' proposals and abstracts are distributed to allow the Faculty members and the PhD students to actively participate in the Conference. Questions will be asked by the audience, and the PhD students will receive feedback on their presentation from their supervisors. A board of professors will evaluate the presentation.

2nd YEAR

❖ **Dissertation Writing for International Studies 1**

Objective: To help students plan and organize the writing of their dissertation chapters.

Description: This workshop will examine the qualities of well-written dissertations, and it will help students develop a preliminary chapter organization and prepare sections that can be drafted prior to the completion of fieldwork. To the extent that time permits, skills such as drafting interview and questionnaire schedules may be considered.

Prerequisite: Completion of Proposal Writing for International Studies and acceptance by the faculty of the student's elaborated research proposal.

Assessment: Based on active participation in the seminar and prompt completion of assignments.

3rd YEAR

❖ **Dissertation Writing for International Studies 2**

Objective: To provide participants with critical and supportive feedback on dissertation drafts.

Description: This course is run as a workshop that focuses on organizational, linguistic, and rhetorical aspects of dissertation writing. Participants are expected to prepare a chapter draft, constructively criticize each other's writing, and make revisions in the text they will present during the Thesis Seminar. Participants will also draft a preliminary abstract for their completed



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dissertation. Other topics that may be explored include developing effective conclusions and preparing manuscripts for journal submission.

Prerequisite: Completion of Dissertation Writing for International Studies 1.

Assessment: Based on active participation in the workshop as both a writer and a reader.

ROAD MAP

<p>1st semester</p> <ul style="list-style-type: none"> • Quantitative Methods - Exam • Qualitative Methods - Exam • European Integration Studies – Research essay * • Guest Lectures – Critical response * • Academic Writing – class participation and completion of assignments • Choose your supervisor • Upload list of Guest Lectures in Moodle/Post Laurea 	<p>2nd semester</p> <ul style="list-style-type: none"> • International Studies – Research Essay * • Guest Lectures – Critical response * • Proposal Writing – class participation and completion of assignments • Organization of research - two meetings with supervisor • Graduate Student conference - presentation evaluated by a board of three professors • Upload list of Guest Lectures in Moodle/Post Laurea
<p>3rd semester</p> <ul style="list-style-type: none"> • Dissertation Writing 1 – class participation and completion of assignments • Review of literature (January) • Meetings with supervisors (Supervision Record) • Upload list of Guest Lectures in Moodle/Post Laurea 	<p>4th semester</p> <ul style="list-style-type: none"> • Research abroad • Draft chapter of thesis – (September)** • Report of the second-year research activities, in particular those performed abroad** • Meetings with supervisors (Supervision Record)
<p>5th semester</p> <ul style="list-style-type: none"> • Research abroad • Meetings with supervisors (Supervision Record) 	<p>6th semester</p> <ul style="list-style-type: none"> • Meetings with supervisors (Supervision Record) • Dissertation Writing 2 – class participation and completion of assignments • Presentations of thesis chapter at the School • Request for Final Examination • Thesis submission • PhD Completion Report submission

* PhD students choose one topic out of those treated in the course/seminars/guest lectures. The professor will also evaluate the paper.

** In case of motivated doubts by the supervisor, a commission will examine the case.

Attention: From the 3rd semester in each research semester PhD students are expected to meet and discuss with their supervisor at least two times per semester. The meetings must be documented with a Supervision Record.

Other activities (Schools and soft skills):

- 'Policy Writing Training', typically offered in the first or fourth semester;
- Other activities to be announced (i.e. cross-competence oriented seminars).



5. GUIDELINE FOR 1ST YEAR PAPERS

ASSIGNMENT 1: CRITICAL RESPONSE

Write a critical response to one of the guest lectures you attended this term. The target reader is the guest speaker or the person who invited her/him, so your essay should not simply summarize what was said but rather critically respond to the issues raised. Essays should be 1000 words plus-or-minus 10 percent, excluding references. The deadline for submission is **Tuesday 6 February 2018**, and assignments submitted late will be marked down.

PROCEDURE

Send your essay in .doc and .pdf formats to phd@sis.unitn.it.

The administrative office will contact the guest speaker and enquire about his/her availability to read the essay and assign a grade (A, B, C system). Once the essay has been reviewed by the lecturer, the administrative office will inform the student about the grade and forward any comments made by the reviewer.

If the lecturer is unable to review the essay, the administrative office will ask the professor who acted as chair at the guest lecture (usually a SIS faculty member) to review and grade the essay.

ASSIGNMENT 2: RESEARCH ESSAY

Write a research essay on an aspect of one of the semester's interdisciplinary seminars. You must come to an agreement with one of the instructors about the specific topic and do intensive additional reading beyond what was assigned for the seminar. Essays should conform to the stylistic conventions of the field (e.g., in-text citations for the social sciences and footnotes for law) and be 5000 words plus-or-minus ten percent, excluding references. The deadline for submission is **Tuesday 27 February 2018**, and assignments submitted late will be marked down.

PROCEDURE

Send your essay in .doc and .pdf formats to phd@sis.unitn.it.

The administrative office will forward the research essay to the instructor, who will evaluate the essay and assign a grade (A, B, C system). The administrative office will inform the student about the grade and forward comments made by the instructor. In some cases, instructors may prefer to meet with students to discuss their essays.



6. ADMISSION TO THE SUBSEQUENT YEAR

ADMISSION TO 2nd YEAR

In order to be admitted to the second year, PhD students must:

- ❖ attend all first-year courses, lectures and seminars, and pass the first- and second-semester seminar exams/papers;
- ❖ successfully defend their research proposal in the Graduate Student Conference presentation.

In October, the PhD Programme Committee formally approves admission to the second year. The PhD students will be notified by the Central PhD Office of the University (Cognitive, Social Sciences and Humanities Area: phd.office-cssh@unitn.it) about their registration in the following year.

ADMISSION TO 3rd YEAR

The PhD Programme Committee formally approves admission to the third year, following a positive evaluation of the PhD student's progress. In order to be admitted to the third year, PhD students have to:

- ❖ submit a review of the relevant literature to the supervisor by the end of the third semester (January);
- ❖ submit at least one draft chapter of the dissertation to the supervisor by the end of the fourth semester (September);⁵
- ❖ obtain a positive evaluation from their supervisor, based upon a report of the second-year research activities, in particular those performed during the time abroad.

7. ATTENDANCE AND EXAMS

PhD students will be fully immersed in a busy course schedule from day one. Attendance of all courses, including the SIS Guest Lecture Series and other seminars and activities, is mandatory.

Apart from approved periods abroad or participation in conferences or similar events, any absence has to be justified to the seminar instructor, and the notification has to be sent to the SIS PhD administrative office (phd@sis.unitn.it).

In cases of failure in a single exam/paper, a single re-sit and/or re-submission of the paper is possible.

⁵ In case of motivated doubts by the supervisor regarding quality and quantity of work produced, a board of professors will examine the case and decide about progression in the programme or exit from it.



8. SUPERVISOR

PhD students choose a supervisor for their research dissertation and, if necessary, an advisor from a different discipline. By 1 June of their first year at the latest, a PhD student communicates the agreement on supervision to the PhD Programme Committee for approval⁶.

The task of the supervisor and the advisor is to follow the PhD student's research progress, to supervise the writing of the dissertation, to approve research budget expenses, research periods abroad and participation in conferences and summer/winter schools, as well as to assist the candidate's pursuit of an academic or professional career. Continuation in the programme depends on regular progress reports provided by the PhD students' supervisors. PhD students must stay in regular contact with their supervisors, and keep them informed of their progress.

9. DISSERTATION

A dissertation is a work of original research, showing the ability of the candidate to offer an innovative perspective on the research topic by entering the academic debate with a critical command and by communicating research findings in an effective way. It is an autonomous and individual piece of research.

STEPS TOWARDS A DISSERTATION

The post-graduate research should start from the very beginning. The courses and conferences offered during the first academic year, along with the discussions and inputs received in multidisciplinary and methodological classes, constitute a stimulating environment to help PhD students elaborate their initial research question.

The candidate formulates the research question(s) in a research proposal, which constitutes the blueprint for the development of the PhD research during the following semesters and will be presented at the end of the first year at the Graduate Student Conference.

FORMATTING REQUIREMENTS

While there is no set length, dissertations in International Studies normally run in the range of 80,000 to 100,000 words, exclusive of footnotes, bibliography, and appendices. The Dissertation must be double-spaced with a reasonable margin on all sides.

⁶ See also Art. 8 of the Executive Regulations of the PhD Programme in International Studies.



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The title page should show the University logo, the dissertation title, the candidate's full name, the name of the School and the University, the Supervisor and Advisor(s) (if any), the name of the PhD Programme and the submission date.

The abstract should follow the title page and must be no longer than 300 words.

The School does not require PhD candidates to conform to any specific citation style. Nonetheless, candidates must ensure accuracy and consistency in the citation of their research sources by adopting one of the citation styles most commonly used within their research field (e.g., Chicago, Harvard, Blue Book).

According to the discipline, the dissertation can be organized as a monograph (typical in Law and Political Science) or a series of articles/collection of papers (common in Economics). The final organization of the dissertation is to be agreed upon with the supervisor according to the standards of the respective discipline.

10. FINAL EXAMINATION

10.1 PROCEDURE ⁷

Until the end of September of the third year, the PhD student presents a request for admission to the Final Examination. The request is evaluated by the PhD Programme Committee, together with a report on activities. In the request for admission the PhD student shall also indicate whether she/he wants to obtain the label of *Doctor Europaeus*, if the necessary criteria have been fulfilled.

The supervisor will recommend to the PhD Programme Committee several external referees from which the PhD Programme Committee designates two external referees. These examine the dissertation prior to its admission to the Final Examination.

For this purpose, the dissertations (.pdf files) are submitted by email to the School (phd@sis.unitn.it) within the deadline indicated each year on the PhD web. PhD students also have to send a hard copy of their dissertation to the referees (and to the supervisor) by courier, together with a report on their activities during the Programme (*PhD Completion Report*).

The referees write a detailed assessment of the dissertation, deciding on whether it is ready to be defended in the final examination, or requires further work to be carried out within a maximum of six months if major corrections or integrations are necessary.

The PhD Programme Committee submits a proposal for a Final Examination Commission to the Rector, which may include the referees. The PhD candidates will receive an official notification letter by the Central PhD Office of the University (phd.office-cssh@unitn.it), with the composition of the Commission, date and room where the Examination will take place. The notification is sent no later than 30 days before the Exam.

⁷ See Art 15 of the PhD in International Studies Regulations.



10.2 FURTHER INFORMATION ABOUT THE EXAMINATION

Dissertations are defended publicly; members of the Commission can participate via video conference.

Final Examinations are individual and candidate-specific; they are a true exam—i.e., substantive, not merely ceremonial.

The Final Examinations last between 90 minutes and 3 hours. They take place in English. Exceptionally, by agreement of the candidate and all members of the Examination Commission, another language can be used additionally or alternatively.

During the Examination, the candidate shall defend his/her work. The members of the Commission will primarily examine that:

- the candidate has a comprehensive understanding of the academic literature in the field in which s/he has undertaken research;
- the thesis is the candidate's own work;
- it makes an original contribution to the academic literature;
- the candidate is fully able to explain and discuss the research and its results.

10.3 DOCTOR EUROPAEUS

The School of International Studies offers the possibility of obtaining the label of “Doctor Europaeus” together with the conferral of the PhD degree; this is subject to certain conditions which, given the structure of the PhD Programme in International Studies, are easy to fulfil. PhD students inform the PhD Programme Committee together with their request for admission to the Final Examination that they wish to obtain the label.

The criteria for the conferral of the “European Doctor” label, as established by the Confederation of European Union's Rector's Conferences in its declaration of the 1991 Salamanca Congress, are:

1. “The PhD thesis defence will be accorded if at least two professors from two higher education institutions of two European countries, other than the one where the PhD thesis will be defended, have given their judgment concerning the manuscript.”

Since the External Referees of the Examination Committee are required to write a report in any case, this requirement will be satisfied if they are employed by an EU-University outside of Italy.

2. “At least one member of the jury should come from a higher education institution in European countries, other than the one where the PhD thesis will be defended”
3. “Part of the defence must take place in one of the official languages, other than the one(s) of the country where the PhD thesis will be defended”

Since the Dissertation Defences at the School of International Studies take place in English, all PhD students satisfy this criterion.

4. “The PhD Thesis must partly have been prepared as a result of a period of research of at least one trimester spent in another European country.”



In agreement with their Supervisor, the PhD students should decide where to spend their research period abroad on the basis of their thesis topic. If they do so in another EU Member state, also the fourth criterion for obtaining the European Doctor label is satisfied. PhD candidates must present a certificate, issued by the institute where the research was conducted, testifying to the duration and nature of their stay.

10.4 PUBLICATION OF THE DISSERTATION

The Central PhD Office of the University (phd.office-cssh@unitn.it) will inform the PhD candidates about the procedure for uploading the dissertation on the open access University repository (e-Prints). See <http://eprints-phd.biblio.unitn.it/>

11. RESIDENCY

PhD students are encouraged to take residence in Trento or in its vicinity at the end of October and to familiarize themselves with the town and the university. Coursework will start at the beginning of November. As a general rule, presence in Trento has priority over all other complementary and individual activities such as Summer Schools or Conferences. There are no vacation periods, but generally there are no teaching or other collective activities in August.

11.1 CHANGE OF ADDRESS

PhD students who change their address must inform the Central PhD Office of the University (phd.office-cssh@unitn.it) and the SIS PhD Administrative Office (phd@sis.unitn.it).

12. RIGHTS AND DUTIES OF PHD STUDENTS

The rights and duties of PhD studies are governed by the relevant articles of two documents:

1. the University Regulations for Doctoral Courses;
2. the Regulations of the PhD Programme in International Studies.

Both documents are available at the School's website and PhD students ought to know their content.

<http://web.unitn.it/en/drsis/11111/handbook-and-regulations>

12.1 ATTENDANCE, LEAVE, AND SANCTIONS

Of particular importance are the following selected issues:

- PhD students have to attend courses and other academic activities organised by the PhD Programme, continuously engage in research and study activities, and present regular updates on their work to their supervisor.
- During the regular duration of three years, PhD students have the right to obtain a leave of absence in case of maternity or serious and documented illness. In all other cases, PhD students must obtain the express written permission of the PhD Programme Committee. The Committee may decide to re-admit students returning after a prolonged absence to the ongoing academic year



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or to the next academic year. In case of a leave of absence of longer than 30 days the payment of the scholarship will be temporarily suspended.

The PhD Programme Committee may, in a motivated decision, expel PhD students from the Programme in cases where :

- the PhD Programme Committee expresses a negative opinion concerning the PhD student's admission to the next year of studies;
- the PhD student takes up employment, even if part-time or independent, without the express permission of the PhD Programme Committee;
- prolonged and unjustified absence.

Scholarships will be automatically terminated in case a student should be expelled from the Programme.

PHD ROOM

The PhD Room is on the 4th floor of Via T. Gar 14 (Room n. 406). It is equipped with computers and a printer, copier and scanner. WiFi access is provided throughout the building.

ITALIAN AND FOREIGN LANGUAGE

Foreign students are strongly encouraged to acquire at least a working knowledge of Italian. The University's Language Centre (CLA) offers Italian and other language courses for non-native speakers at all levels.

Info at <http://web.unitn.it/cla>

CONTACT INFORMATION

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