

SISSA REGULATIONS FOR THE ALLOCATION OF RESEARCH AND TRAINING FELLOWSHIP

Art. 1 - Object and purpose of the regulation

1.1 This regulation governs the selection procedures and the awarding of research and training fellowships pursuant to law 398/89 and subsequent amendments, as well as pursuant to art. 26 of the School Statute in order to promote post-university education and the improvement of scientific training, bring talents closer to scientific research, through periods of internship and research, also in the context of the preparation of second level degree theses.

1.2 The fellowships do not in any way constitute an employment relationship and do not give rise to rights regarding access to university staff roles.

Art. 2 – Type and characteristics of research fellowships

2.1 Recipients: the School may award fellowships for research activities to students who have a Bachelor a Master degree or a similar degree.

The title must be held no later than the start of the fellowship. The mentioned fellowships cannot be cumulated with other fellowships awarded pursuant to Law 398/89.

Those applicants who have a degree of kinship or affinity, up to and including the fourth degree, with a professor belonging to the Scientific Area that issued the fellowship or with the Director, the General Secretary or a member of the Board of Directors are excluded from participating in the selection.

2.2 Duration: up to 12 months. The grants can also be renewed several times within the overall limit of 12 months.

2.3 Amount: from 500 up to 1800 euros net per month, also depending on the level of scientific qualification required. Indicatively, up to 1000 euros in the case of collaborations in the drafting of the master's degree thesis or as a prelude to participation in the selections for SISSA's PhD courses.

Art. 3 – Financial coverage

3.1 The fellowships referred to in this Regulation can be funded both with School funds assigned to the Areas or with external funds.

Art. 4 – Public announcement

4.1 The selection to award the above mentioned fellowships is carried out through a public selection announcement that foresees the evaluation of the qualifications owned by the applicants and may possibly include an interview. Positions funded with School funds require the approval of the relevant Area Council.

4.2 The public announcement has to clearly show:

- The number of monthly salaries offered and the amount of the fellowship;
- the activity that the fellowship holder will have to carry out;
- The qualifications and skills required, including level of knowledge of the English language;
- The indications and deadline for submitting the application;
- The general evaluation criteria that will be used, referred to in the following art. 5.2

The public announcements are published on the Official Noticeboard of the School and on the SISSA web site for a period of at least 15 days.

Art. 5 - Selection procedures

5.1 For each selection, the Director of the School appoints a Commission responsible for selecting the applications and evaluate the titles. The Commission has to be made up of a minimum of 3 members, taking care, as far as possible, that both genders are represented.

5.2 The commission evaluates the candidates' CVs taking into consideration:

- the first and second level university curriculum;
- the scientific profile of the candidate in relation to the planned activities;
- any letters of introduction.

5.3 The Commission will evaluate the candidate(s) to reach the final assignment through the following process:

a) The documents issued by the Commission are approved by the Director of the School no later than twenty days from the closing of the announcement. The approval provision is published on the SISSA website.

b) The candidate ranked first will be notified the assignment of the fellowship within 10 days from the approval of the documents via the e-mail address indicated application submitted. Within the next 7 working days the candidate will confirm the acceptance of the fellowship, under penalty of forfeiture.

c) The fellowship is awarded by order of the Director. The fellowships start from the first or sixteenth day of the month, due to the administrative procedures necessary for the awarding of the fellowship.

d) Failure to take up service on the date indicated in the awarding Decree without adequate justification will result in forfeiture. The postponement of the start of the activity is permitted only for serious and justified reasons proven by consistent documentation.

5.4 Direct award: if the fellowship is envisaged within development programs within the context of formalized national or international cooperation agreements of which SISSA is a partner, or collaboration agreements with universities and research bodies, which provide for the recognition of fellowships to students with specific award methods, is possible regardless of the selection experiment referred to in this Regulation. In this case, the fellowship will be awarded to individuals who have been selected or identified within the framework of the aforementioned agreements.

Art. 6 – Rights, duties and obligations of the fellowship holder

6.1 The fellowship holder has the obligation to carry out the planned activity under the supervision and indications of the P.I. assigned.

6.2 The fellowship holder must respect all rules given by the School as well as the Code of Ethics.

Art. 7 – Incompatibility

7.1 The fellowships cannot be cumulated with other fellowships awarded for any reason, except those granted by Italian or foreign institutions to carry out the assigned research with stays abroad or in any other case provided for by law.

7.2 The fellowships are also not compatible with subordinate, self-employed or para-subordinate work activities unless the Area Coordinator, with the agreement of the Scientific Responsible, has ascertained the absence of conflict of interest with the specific activity carried out by the fellowship holder and authorizes it informing the Area Council.

7.3 During the course of the activity, the fellowship holders can follow the lessons of the doctoral courses subject to the approval of the scientific advisor and take the relevant exams.

Art. 8 - Travel expense contribution

8.1 The fellowship holder may be assigned a contribution to travel expenses at the discretion of the teacher holding the funds within the provisions of the current SISSA Mission Regulations.

8.2 By "travel expenses" we mean those expenses incurred for means of transportation to reach SISSA and start the activity and exceptionally those incurred at the end of the fellowship to return to one's permanent residence.

8.3 Any contribution for travel expenses is paid up to a maximum of €400.00 gross for candidates coming from EU countries and up to €1000.00 gross for candidates coming from non-EU countries, providing for the possibility of increasing this the last amount up to €1500.00 in exceptional cases.

Art. 9 – Suspension and forfeiture

9.1 In exceptional cases, the fellowship may be suspended upon request of the fellowship holder by the Director of the School, subject to the favorable opinion of the P.I. supervising the research, for a maximum of 6 months. In case of serious health

issues or in the case of maternity leave. The suspension is granted on the base of the consistent request and documents.

9.2 The beneficiary who does not fulfill all the above mentioned duties (including point 6 and 7) will lose the fellowship. The forfeiture is ordered, after consulting the P.I., by the Director of the School with an adequately motivated provision.

Art. 10 – Discipline of intellectual property

All possible industrial and intellectual property rights deriving from the activities in which the fellows can participate in various capacities are regulated in accordance with the provisions of the SISSA Regulations on intellectual property.

THE DIRECTOR
Prof. Andrea Romanino

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