



Handbook for PhD students in Earth and Environmental Science and Technology XXXVIII Cycle

November 1, 2022

PhD program organisation

The PhD Course in Earth and Environmental Science and Technology – STAT - is a doctoral program of the University of Genova (UniGe). The main information on the educational and training activities offered by the STAT program is reported here.

The PhD program is run by the PhD committee whose members are listed on the PhD web page of the Department (<http://www.distav.unige.it/drupalint/dottorato>) and is coordinated by Prof. Marco Scambelluri (marco.scambelluri@unige.it). It is structured in two curricula, each with a coordinator:

- **Biology Applied to Agriculture and Environment.** Coordinator Prof. Mauro Mariotti m.mariotti@unige.it
- **Earth Sciences.** Coordinator Prof. Marco Scambelluri marco.scambelluri@unige.it.

The PhD program provides advanced courses and research training; all courses provided by the STAT PhD Course are reported at the doctorate webpage <https://distav.unige.it/phdstat/it/xxxviii>; the STAT official languages are English and Italian.

At the start of every PhD cycle, all the enrolled PhD students must: acquire their institutional UniGe email address; upload their official photo and CV in the general UniGe website.

Choice of the supervisor and of the research topic

At the beginning of each cycle the PhD Committee appoints one (or more) supervisor for each student based on the student's scientific interest. The supervisor must be a University Professor, or a permanent University Researcher, who is responsible for the scientific, technical and intellectual training of the PhD student. Supervisors encourage and support the publication of their students' results on international scientific journals, as well as their active participation to scientific conferences and schools in the relevant disciplines.

In agreement with the supervisors, the students choose their research topics that must be approved by the PhD Committee.

By December 2022 each neo-enrolled PhD student must submit a preliminary program, including the description of the research topic and of the learning and training activities she/he plans to attend during the first year of her/his Doctorate program. The preliminary program shall be presented and approved by the PhD Committee. A Table showing the number of credits assigned to each specific activity (educational and scientific training) is attached at the end of this handbook and available at <https://distav.unige.it/phdstat/it/cfu>.



PhD Courses

During the two years, students can attend courses according to their area of interest. The list of courses is chosen by each student in agreement with the supervisor and is submitted for approval to the PhD Committee each year.

The PhD students of the XXXVIII STAT cycle should obtain 180 credits (CFU), 30 of which dedicated to structured learning activities that include attending classes, national and international schools on advanced topics, possibly during the first two years. The remaining credits must be achieved in research activities. The third year should be entirely devoted to research and drafting of the PhD dissertation.

The full breakdown of credits and the suggested number of credits per each activity is shown in the Table at the end of this tutorial (see also <https://distav.unige.it/phdstat/it/cfu>).

If, for serious and proven reasons, a student is unable to obtain the required credits and intends to continue the PhD program, she/he must inform the coordinator and the PhD committee. A written report must be submitted to the coordinator and the PhD committee, detailing the problems encountered by the student and a timely proposal for obtaining the missing credits.

Structured Learning activities

The 30 CFU dedicated to Structured Learning Activities can be obtained prevalently during the first two years¹ by attending any of the following activity typologies:

- (1) **PhD courses**, specifically offered by the PhD STAT² (1 CF corresponds to 4 hours lecture) or by other PhD courses from the University of Genova.
- (2) **Courses that are part of *Graduate programs*** (Corsi di Laurea) offered by the University of Genova in agreement with the supervisor and with the approval of the PhD Committee. CFU are those reported for the course on the official University website. Such courses must not exceed one third of the credits devoted to the structured learning activity program of the student.
- (3) **PhD Schools**. International PhD Schools are approved by the PhD Board upon a formal request by the Tutor including the detailed program of the school and its duration. To report on this type of activity, students must provide the certificate of attendance of the school and 1 CF can be assigned to every 6 hours of lectures.

¹ It is recommended that these Cfu are prevalently allocated over the first two years in decreasing amount, so to have the third year fully devoted to science and dissemination of results.

² the courses can be selected among the full list of courses available in STAT PhD web page <http://www.distav.unige.it/drupalint/dottorato>, or in other PhD programs of the University of Genova



Training to scientific research

At the beginning of the PhD program, PhD students build a research program of activities under the supervision of her/his tutor(s). Research is expected to be carried out in laboratories available in the Departments participating in the PhD Program.

At the end of each academic year, PhD students must submit to the PhD Committee

- 1) a detailed report of the research activities of the year.
- 2) give a presentation to the PhD Committee on the research activities carried out during the year.
- 3) a workplan for the following year.
- 4) a list of publications under submission and/or accepted.

Approximately 1500 Euros per year are assigned to all PhD students to cover their basic research expenses: the eligible expenses are detailed in the document attached at the end of this handbook.

PhD dissertation

The final thesis must be written in English. The PhD thesis can be structured as either a monograph, or as a compilation of all peer-reviewed papers published (accepted, under review and ready to submit) during the 3 years of Doctorate. The papers must be related to the research topic and the student must be the First author in each draft. The decision to structure the Dissertation in either a monograph or the compilation of papers must be agreed among student and supervisor(s). For Dissertations that are structured as papers' compilation, it is mandatory to include an introductory chapter and a final one highlighting the most relevant results and the conclusions of the Doctorate. The published articles and those accepted for publication must be included in the PhD thesis in their pre-print editorial version (no line numbering, figures and eventual repository material embedded in the text), to avoid copyright conflicts and embargo by the publishers.

At the end of the 3rd year each student will be assigned two referees, who will write a report on the thesis and support the admission to the final exam or suggest, if necessary, a delay of maximum 6 months for the final defense. The student must submit the thesis to the referees in time to allow reviewers to send their reports to the Coordinators and the PhD committee, in order to fix the final PhD exam and defense.

Upon request, to be made to the PhD Coordinator and to the Curriculum Coordinator during the course of the 3rd year, the student may apply for the European PhD Label (see documentation in the intranet area of the program web page).

General information

Further information on university regulations and ministerial decree concerning Italian PhD programs, are available on the website of the university: <http://www.studenti.unige.it/postlaurea/dottorati/#normativa>

Further information on the PhD program, the training and programs of the courses is available at the STAT web page: <http://www.distav.unige.it/drupalint/dottorato>.



| PhD Course in Science and Technology for Earth and Environment - STAT | | CFU per activity | CFU |
|--|----------|--|---------------------------|
| PhD Courses offered by STAT | X | 1cfu = 4h | 30 CFU mandatory |
| Courses offered by other PhD Courses | X | as declared from source | |
| Courses offered by MSc Degree Courses | X | as declared from source | |
| Attended Seminars | X | 1 cfu = 6h | 20 CFU recommended |
| PhD Summer or Winter Schools | X | 1cfu = 6h or day | |
| Advanced training Courses | X | 1cfu = 6h or day | |
| Participation in Scientific meetings, Workshops and Conferences | X | 1cfu = 6h or day | |
| Mobility for research periods in Italy | X | 1 cfu = 1 working day | |
| Mobility for research periods abroad | X | 1 cfu = 1 working day | 50 CFU Recommended |
| Publications | X | 30 cfu = Q1/Q2 (PhD first or corresponding author, manuscript passed the 1st round of reviews) 25 cfu = Q1/Q2 (PhD has a relevant role, manuscript passed the 1st round of reviews) 20 cfu = Q3/4 (PhD first or corresponding author, manuscript passed the 1st round of reviews) 15 cfu = Q3/Q4 (PhD has a relevant role, manuscript passed the 1st round of reviews) 10 cfu = submitted papers to Q1-Q4 Journals 5 cfu = isi journals without IF (Acceptance letter required) | 50 CFU recommended |
| Presentations at scientific meetings, conferences, seminars | X | 5 cfu = Oral presentation (first author and speaker) 2 cfu = Poster contribution (first author and attendee) | |
| Discretionary Bonus | X | up to 30 CFU bonus for awards, prizes, extended field or analytical activity, | 30 CFU |



DOTTORATO DI RICERCA

LINEE GUIDA PER L'UTILIZZO DEL 10% PER L'ATTIVITA' DI RICERCA IN ITALIA E ALL'ESTERO DOTTORANDI ATTIVI

- Acquisto pc portatili limitatamente ai primi 18 mesi di corso. (In considerazione dell'emergenza sanitaria, anche per iscritti ad anni successivi entro il 30 aprile). Al termine del percorso di studio il pc resta in dotazione al Dipartimento
- Acquisto pc desktop limitatamente ai primi 18 mesi di corso. (In considerazione dell'emergenza sanitaria, anche per iscritti ad anni successivi entro il 30 aprile). Al termine del percorso di studio il pc resta in dotazione al Dipartimento
- Acquisto materiale inventariabile limitatamente alle necessità dell'allievo e della sua ricerca, adeguatamente motivato dall'allievo di concerto con il tutor
- Acquisto reagenti, solventi, ecc. limitatamente alle necessità dell'allievo e della sua ricerca, adeguatamente motivato dall'allievo di concerto con il tutor
- Acquisto materiale di consumo limitatamente alle necessità dell'allievo e della sua ricerca, adeguatamente motivato dall'allievo di concerto con il tutor
- Acquisto libri e riviste
- Iscrizione a convegni, conferenze
- Quota di iscrizione ad associazione che valorizza l'attività dell'allievo e lo aiuta a inserirsi in un importante contesto scientifico nazionale e internazionale, nel rispetto delle disposizioni vigenti nel nostro Ateneo
- Iscrizione a corsi di lingua, corsi di formazione (non finalizzati al conseguimento di un titolo di studio)
- Spese per pubblicazioni
- Spese bibliografiche (es. copie anastatiche)
- Traduzione di articoli o della tesi in inglese
- Pagamento di tasse per l'iscrizione agli altri atenei in caso di cotutela
- Pagamento di assicurazioni obbligatorie nell'ambito di soggiorni all'estero
- Spese di viaggio

FONDI DERIVANTI DA CICLI CHIUSI

- Finanziamento o cofinanziamento borse di dottorato
- Organizzazione convegni, conferenze, summer/winter schools a beneficio dei dottorandi
- Integrazione fondo dottorandi attivi (se il dottorando attivo ha usufruito di tutta la propria dotazione e nel rispetto delle tipologie di spesa ammissibili)

NOTE

L'acquisto di pc successivamente ai primi 18 mesi è consentito solo in caso di furto, guasto irreparabile con autorizzazione esplicita dell'Ufficio Dottorato di Ateneo

A decorrere dal ciclo XXXVII è richiesta rendicontazione all'Ufficio Dottorato di Ateneo delle spese pagate al 31 dicembre di ogni anno.

Il fondo deve essere diviso per allievo e assegnato al coordinatore del dottorato. I fondi derivanti da cicli chiusi possono essere cumulati in un unico fondo.