



CALL FOR APPLICATIONS OPEN FOR ADMISSION TO THE
PhD PROGRAMME IN BIOROBOTICS

ACADEMIC YEAR - 2014-2015

Art. 1

(Available Positions)

1. Scuola Superiore Sant'Anna of Pisa, hereafter referred to as the "Scuola", pending the definition of the procedure for the enlistment foreseen by art. 3 – Decreto Ministeriale n. 45/2013, announces **22 positions** for the three-year **Ph.D. Programme in BioRobotics** starting from the Academic Year 2014-2015 and managed by the BioRobotics Institute.

2. The Ph.D. in BioRobotics is a three-year full time program with highly interdisciplinary connotation, focused on micro-engineering, biomedical engineering, biomimetic robotics, rehabilitation technologies, surgical robotics and neural engineering.

For further information on the specific programme and activities, applicants can visit the following web sites <http://www.sssup.it> - <http://sssa.bioroboticsinstitute.it>.

3. Of the 22 PhD in BioRobotics positions:

- 12 positions are funded with fellowship;
- 10 positions are funded with research grant.

4. 5 of the 12 fellowships will be reserved to applicants submitting Research Projects in the field of Micro-Biorobotics (Istituto Italiano di Tecnologia - IIT fellowship). <http://mbr.iit.it/>

Eligible candidates may also be admitted **without fellowship**. In this case SSSA will cover tuition fees only.

Art. 2

(Participation Requirements)

1. Applicants must hold a **Master of Science (M.Sc.) Degree** or equivalent title and they should not be older than 35 years on June 26, 2014; applicants older than 35 may be exceptionally admitted by the Examination Committee on the basis of their *Curriculum Vitae et Studiorum*.

2. Students that are going to obtain the M.Sc. Degree within the starting date of the Program can also apply. In this case the candidate will be conditionally admitted. In order to be formally admitted he/she will have to declare the successful achievement of the Degree before the beginning of the Program.

Art. 3

(Application Process)

1. The closing date for applications is **Thursday June 26, 2014** and applications should be submitted online: www.sssup.it/phdapplicationonline. Contacts: telephone +39 050 883136, +39 050 883420, e-mail - PhDBiorobotics@sssup.it.

2. An hardcopy of the document produced by the online application must be printed, **signed** and e-mailed to PhDBiorobotics@sssup.it, or faxed to +39 050 883100. The notice "Application PhD in Biorobotics" must be highlighted.

3. The application must include:

- a) **family name, first name, place and date of birth, nationality of the applicant;**
- b) **mother tongue;**

- c) **declaration that the candidate holds an academic degree, (M.Sc. Degree or equivalent title).** The application should also specify:
 - the academic degree title,
 - the University that issued the degree;
 - the duration of the course,
 - the Academic Year, in which the candidate has started his/her M.Sc. studies;
- d) **final score and date of graduation.**
- e) English language self-evaluation (the knowledge of English level will be tested during the interview);
- f) a **mail address** and **email** where applicants wish to receive communications and documents.
- g) **Skype ID** for eventual interview.
- h) candidates that are going to obtain the M.Sc. Degree within the starting date of the Program must declare the graduation date.
- i) Scuola Superiore Sant'Anna welcomes applications from people with disabilities and is committed to making arrangements where appropriate, to enable students with disabilities to participate fully in student life. If needed, applicants are invited to ask for assistance.

Art. 4

(Application Attachments)

1. Applicants should attach to their applications:

- a) copy of their passport;
- b) copy of their Curriculum Vitae et Studiorum;
- c) copy of the University Master Degree (to be translated in Italian or in English unless written in French, German or Spanish);
- d) detailed record of your higher education up to the present, both for Bachelor and M.Sc. Degree, including programmes of study taken and grades achieved. This should be produced for you as an official document by the institution where you studied, and then visibly and indelibly certified by the issuing institution. Documents which are not appropriately certified cannot be accepted as a transcript.
- e) Excel document, enclosed in the application form, which includes the full list of classes/exams successfully attended/passed. Applicants have to provide for each class/exam: (i) the grade achieved, (ii) the maximum/minimum grades (range of grades – e.g. A-E, 0%-100%, 1-110) and (iii) the minimum grade for passing the exam. In addition candidates must state the maximum and minimum grade allowed by the awarding Institution, for each degree possessed.
- f) a copy of the degree thesis or a detailed abstract (minimum 5/10 pages) in English and copies of any other **publication** or document they deem suitable;
- g) a self-evaluation of the English level (or official certificates if owned);
- h) a Research Project, no more than 3500 words in length (in English or Italian). The Research Project should include:
 - a title;
 - the scientific background and the relevant bibliography;
 - the aim and objectives of the research;
 - the experimental methods to be used, where required;

The Research Project will not necessarily be carried out during the PhD programme.
- i) names and contacts of at least two faculty members who have supervised the applicant's work during his/her university studies; reference letters may be emailed from the referee to phdbiorobotics@sssup.it.
References must be sent by the application deadline; referees won't be contacted after the initial automated request.
- j) candidates that are going to obtain the M.Sc. Degree no later than the starting date of the Program must submit a draft or a summary of their degree thesis;
- k) If you send any additional documents which have not been requested, SSSA will not be able to consider these as part of your application.

Please remember that it is your responsibility to ensure that your application is complete with all relevant attachments.

Art. 5

(Selection of applicants)

1. The public selection will be based on the evaluation of the submitted documents and on the eventual interview. The evaluation of the submitted documents and the interview will assign a maximum of 50/50 each. The overall assessment will be on a scale of 1 to 100.
2. The **interview scheduling** will be published at www.sssup.it/phdapplicationonline within **July 2, 2014**.

3. The Examination Committee, will assign a score based on the submitted documents. Applicants that obtain a score of at least 35/50 will be admitted to the interview.
4. Applicants admitted to the interview **will be informed by e-mail** about the scheduling of the interview. The interview may be carried out via video conference.
5. Applicants obtaining a score lower than 35/50 at the interview will be excluded from the final ranking list.
6. The final ranking list will be published online at www.sssup.it/phdapplicationonline within **July 31, 2014**.
7. In case of ex-aequo the applicant who obtained a greater score at the interview will be preferred.
8. Eligible candidates **will be informed by e-mail** about the results of the competition and will be asked to confirm acceptance of the fellowship within 15 days. In case of lack of response by that date, the fellowship will be assigned to the next eligible candidate in the ranking list.

Art. 6
(Start of the PhD Programme)

1. The PhD Programme, after the successful completion of the accreditation procedure as per art. 1 of the call, will start on **November 3, 2014**. Whether the student cannot enter within this date for VISA, the starting date can be postponed no later than **December 16, 2014**.
2. To enter Italy, the awardees need to obtain a visa for study, issued by the Italian Embassy/Consulate in the applicant's country of residence. Within eight (8) days after their first entry in Italy the awardees need to apply the Police Office (Questura) in Pisa to obtain the "Permesso di soggiorno".
3. Eligible candidates who do not receive the fellowship are requested to provide evidence that they possess sufficient financial resources to sustain themselves for the duration of their stay in Italy.
4. All admitted applicants are required to pay the regional tax for the Right to Education, a yearly amount of €140,00 unless eligible for exemption. For more information on the regional tax you can visit www.dsu.toscana.it

Art. 7
(PhD Students' Obligations)

1. PhD Students commit to attend classes and perform research activities suggested by the Faculty Board of the BioRobotics Institute, within the Programme.
2. They also commit to comply with the internal rules of the "Scuola".
3. An Advisor will be assigned to each PhD student by the Faculty of the BioRobotics Institute. The Advisor will help the student to select courses and will direct his/her thesis or dissertation. The student and the Advisor will agree on a **research project** to be completed during the PhD programme. This research project may differ from the one submitted in the application process.
4. At the end of the three year Programme, Ph.D. students will have to defend a written dissertation in front of a Board of Experts appointed by the Rector, in order to obtain the Ph.D. Degree.

Art. 8
(PhD Student Status)

1. PhD fellowships will be paid monthly for a total amount of **€ 16,000.00 per year** (gross amount including the Italian "gestione separata INPS" contribution). The scholarship is confirmed on a yearly basis, provided that the Ph.D. student has completed the year activities program and that the PhD Advisory Board admits him/her to the next year. The School provides funds in addition for periods abroad not exceeding six months, to be determined case by case according to the available budget.
2. PhD research grants will be paid monthly for a total amount of **€ 19.367,04 per year** (gross amount). The research grant is confirmed on a yearly basis, provided that the Ph.D. student has completed the year activities program and that the PhD Advisory Board admits him/her to the next year. The research grant covers expenses for periods abroad. No additional funds will be given for this activity. Period abroad can't exceed six months, and must be authorized by the PhD Board.
3. Starting the second year of the Course the School will provide all PhD students with a budget for authorized activities related to the PhD course.
4. The School provides Ph.D. students with free meal (usually lunch) in the School's canteen from Monday to Saturday, according to the schedule of service, and allows them to use the library and laboratories, according to the rules specified in its Regulations.
5. The Advisor may allow the PhD student to participate in study and research activities outside SSSA's premises.

- 6. Eligible candidates without fellowship** will take part in the PhD Programme at their own expenses. SSSA will cover tuition fees, access to the library and laboratories and access to the canteen for lunch.
- 7.** The Board of the PhD in BioRobotics authorizes the attendance of PhD students to external activities.

Art. 9

(Person in charge of the Procedure)

1. The person in charge of the competition procedure, as per this Announcement, is Dr. Silvia Marcacci, Responsible of the U.O. Ph.D-Lauree Magistrali of the Scuola Superiore Sant'Anna – Palazzo Toscanelli, Via Santa Cecilia, n.3 – 56127 Pisa – tel. 050/883193, fax 050/883528, E-mail: infophd@sssup.it.

Art. 10

(Personal Data and measures of prevention of corruption)

1. The personal data supplied by the applicants will be mainly processed automatically by the Scuola Superiore Sant'Anna and in accordance with Art. 11 of the Legislative Decree No. 196/2003 ("Code Concerning the Protection of Personal Data") for the management of the competition procedure. The data may also be used in anonymous form for statistical purposes. Anyone interested can, at any time, exercise the rights provided by Art. 7 of the above-mentioned Legislative Decree, by writing to the Scuola Superiore Sant'Anna, U.O. PhD-Lauree Magistrali, Via Santa Cecilia, 3, 56127 Pisa (Italy).
2. The Scuola operates in compliance with Law No. 190/2012 concerning the prevention of corruption by implementing measures identified in the "Three-year anti-corruption plan" published in the section "Transparency in Administration" of the Scuola website at: <http://www.sssup.it/amministrazione-trasparente/altri-contenuti/corruzione>.