



Handbook for the PhD students of the programme in “Civil, Chemical and Environmental Engineering”

October 30, 2019

Organisation of the PhD programme

The PhD programme is run by the PhD committee, whose members are listed on the web page of the PhD programme (PC), and is supervised by the coordinator, Prof. Roberta Massab (roberta.massabo@unige.it).

The programme is organised in the following four curricula, each of which has a curriculum coordinator (CC) and a curriculum committee.

- Curriculum in “Chemical, Materials and Process Engineering” (ICMP).
Coordinator: Prof. Attilio Converti (converti@unige.it).
- Curriculum in “Fluid Dynamics and Environmental Engineering” (FIA).
Coordinator: Prof. Rodolfo Repetto (rodolfo.repetto@unige.it).
- Curriculum in “Structural and Geotechnical Engineering, Mechanics and Materials” (SMG).
Coordinator: Prof. Maria Pia Repetto (repetto@dicat.unige.it).
- Curriculum in “Wind Science and Engineering” (SIV).
Coordinator: Prof. Giuseppe Piccardo (giuseppe.piccardo@unige.it).

The PhD programme consists of both courses and research training.

The official language of the PhD programme is English.

Starting the programme: formalities

During the first month of the programme the new students should:

1. Register on the UNIGE Website:

https://registrazioneunigepass.unige.it/signup?__language=en

2. Register on LoginMiur:

<https://loginmiur.cineca.it/front.php/login.html>

The registration procedure is in Italian, Foreign students may refer to the Segreteria didattica for help.

3. Attend and pass the online course “Formazione generale sulla sicurezza e salute sul lavoro” (art.37 del D.Lgs 81/08). The course is offered in Aulaweb in Italian.

<https://unige.it/lavoro/studenti/tirocini/corso-sicurezza>



Foreign students may attend the course in Italian, with the help of Italian colleagues, or wait until UNIGE will offer the English course.

4. Make an appointment with the DICCA information technology department to obtain access to the DICCA intranet (Marco.Rinzivillo@unige.it).

Starting the programme: choice of the supervisor and research topic

At the beginning of the PhD course the student will make an appointment with the CC, in order to discuss the choice of supervisor, which will be based on the scientific interests of the student.

The choice of supervisor is submitted to the PhD committee for approval, by the end of November.

By the end of November the student also chooses his/her research topic and submits a brief description by e-mail to the CC. The PhD committee will examine the proposal and granted approval.

By the 15th of December the student submits a preliminary research project (see template in the intranet area of the PhD programme web page).

PhD Courses

During the first and second years students attend courses, selected with the aim of completing their education in the research area of interest. The list of courses is chosen by each student in agreement with the supervisor. The list of courses the student wishes to attend will be submitted for approval to the CC by December 15th of each year.

All courses have mandatory attendance registration (remind the teacher in case he/she forgets).

During the PhD programme students must earn 42 credits: 22 by the end of the first year, 16 by the end of the second year and 4 by the end of the third year. These are necessary for admittance to the following year (II and III) and to the external evaluation. If, for serious and proven causes, the student is unable to obtain the required credits and intends to continue the PhD program, he/she must inform the CC and the PC. A written report must be submitted to the CC and PC, detailing reasons for his/her failure to obtain the credits and a proposal for obtaining the missing credits in a timely manner.

Credits are obtained by attending courses and passing the final exams, attending summer schools or seminars and with oral presentations at international congresses.

Courses

Information on the courses organised within the PhD programme and related credits is available on the PhD programme web-page. The corresponding credits are assigned when the student passes the final exam and sends the relative certificate to the CC.

Other courses may be chosen freely by the student among those offered by other PhD programs. In this case, the number of credits will be assigned by the curriculum committee when the student submits the list of chosen courses to the CC or, in case of courses not included in the original plan, upon request of the interested student.

The student can also attend courses (maximum three courses or 18 credits) offered to master degree students (*Laurea Magistrale*). These courses are typically offered in Italian. The credits obtained, after having passed the exam, are those assigned to master students (see the *Manifesto degli Studi*).

For the students of the curriculum SMG the following two courses are mandatory:

- Continuum Mechanics (Prof. Angelo Morro);
- Partial differential equations and applications (Prof. Roberto Cianci).

For all students participation to the courses of the Top Scientist and Young Scientist series is mandatory.



Summer schools

A number of credits can also be assigned by the PhD committee for attendance of summer schools (up to a maximum of 6 credits corresponding roughly to a 2 week summer school). In order to obtain credits for a summer school, it is necessary to send by e-mail the certificate of attendance to the CC.

Seminars

Seminars are organised by the PhD programme and students are warmly encouraged to participate. The attendance to three seminars, either organised by the PhD programme or by other PhD programs, followed by brief written reports (to be sent to the CC), will allow to obtain 1 credit.

Presentations at congresses

Credits can also be earned with oral presentations at international congresses (max 4 credits for each presentation and up to a maximum of 8 credits). The student must be first author of the conference paper. One credit (with a maximum of 2 credits) may be earned with presentations at Italian Congresses or poster presentations at international congresses.

Finally, credits may be earned with other activities, which must be planned with the supervisor and submitted to the PhD committee for approval.

Midterm meetings and admission to the following year

Each student will meet the curriculum committee at least twice a year, for an informal presentation of the activities (usually in the spring semester) and at the end of the year, in October/November.

At the end of each year, students are expected to:

1. write a report of the scientific activity of the year (the template of the report can be downloaded from the intranet area of the programme web page);
2. compile (or update) the “Personal Page” describing the completed activities (the template of the Personal Page, as well as an example, are sent by the Coordinator at the beginning of the PhD Course and can also be downloaded from the intranet area of the programme web page);
3. give a presentation to the curriculum committee concerning the research activities carried out during the year.

On the basis of the above points the curriculum committee will approve or deny admission to the following year or to the external evaluation and assign a mark (excellent, very good, good, fair, fail). The above documents must be sent to the CC by e-mail, before the deadline, which will be fixed each year.

PhD dissertation

The final thesis is written in English.

At the end of the 3rd year the students admitted to the external evaluation will be assigned two external 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 defence. The student must submit the thesis to the referees by the deadline, which will be fixed at the beginning of 3rd year.

Upon request, to be made to the CC and to the PC during the course of the 3rd year, the student may apply for the European PhD Label (see documentation in the intranet area of the programme 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 web page:

<http://dottorato.dicca.unige.it/eng/index.html>

The “Segreteria didattica” of the PhD programme is located in Viale Cambiaso 6/gate ground floor, Tel: +39(010)353.2954. E-mail address: dottorato.dicca@unige.it (email of the PhD program).