PhD students enrolled in a PhD Programme of 29th cycle, who have applied for an extension of one year of their programme, definitively end their attendance on 31st December 2017.

The research doctorate qualification “Dott. Ric.” or “PhD”, is issued after a positive evaluation of a PhD thesis that contributes to the development of knowledge or methodology in its field. The qualification is coffered by the Rector during the diploma award ceremony scheduled for September 2018.

The PhD thesis must be written in Italian, English or another language previously approved by the Teaching Committee, and it must be accompanied by an extended abstract in either Italian or English. A brief summary of the activities carried out by the student during his/her three-year programme, including any related scientific publications, must be attached to the thesis.

The thesis is subject to prior evaluation by at least two highly qualified referees who are external to the University of Verona.

The referees, who are nominated by the Teaching Committee, will express their analysis and opinion of the thesis in writing and will either recommend that the student be admitted to the examination to defend the thesis, or that the student postpone the examination for up to six (6) months if it is deemed that significant additions or corrections are necessary. Once such period has passed, the thesis will in any case be admitted to the final examination, accompanied by a new written opinion by the same referees in the light of the corrections or additions made by the student.

The final examination for obtaining the PhD degree consists of the student orally defending his/her thesis in front of a Thesis Examination Panel appointed by the Teaching Committee and approved by the Rector in accordance with Art. 15(3) of the PhD programmes University Regulations. The examination may be attended by the public.

At the end of the defence, which should be completed by June 2018, the thesis will be approved or rejected with an official written justification. The Thesis Examination Committee may unanimously decide to award the mark cum laude if the results are of particular academic importance.

Here below timeframe and procedure to follow in order to defend the doctoral thesis in 2018:

- By 26th January 2018 →
  - The PhD thesis must be sent to the supervisor together with the report on the activities carried out during the PhD programme.
  - PhD students must enrol the PhD final Examination submitting the related documentation
  - PhD students who wish to obtain the additional certificate of Doctor Europaeus must deliver the request and the attachments which confirm periods spent abroad

- By 12th February 2018 → The Teaching Committee shall express its opinion regarding sending the thesis to the external referees, who will be selected during the same session. For each thesis the Teaching Committee must appoint two referees.

- By 20th February 2018 → PhD thesis, abstract and summary on the activities carried out during the PhD programme must be sent by the student to the PhD office according to modalities that will be communicated at a later time. The PhD office will arrange to send the thesis to the external referees by means of a specific on-line service.

- By 16th April 2018 → the external referees’ binding judgement shall be obtained.
  - If the evaluation is positive, the date of the thesis defence will be fixed by 30th June 2018.
  - If the evaluation is negative, PhD student must conclude the revision his/her thesis according to a timeframe that allows the referees to formulate a second and final decision within six months of their initial evaluation.

- By 26th April 2018 → the Teaching Committee shall take note of the external referees’ judgement
and decide on the admission of PhD candidates to the final exam. At the same time, they will
nominate the members of the Examination Committee.

- **By 4th May 2018** →
  - publication of the list of PhD students admitted to the final exam;
  - publication of the Rectoral Decrees for the appointment of the Examination Committees

**IMPORTANT:** PhD candidates who are admitted to the final exam must:
- submit their thesis to the University Catalogue (IRIS) at least 2 weeks prior to the thesis defence
date. The thesis will be made public within 30 days of the defence, except in cases of embargo for
theses containing information protected as trade secrets and/or by publication rights.
Failure to submit the PhD thesis to the University Catalogue will result in not being admitted to the
thesis defence examination.
- Send their thesis to the members of the Examination Committee at least one month prior to the
thesis defence date.

**By 30th June 2018** → PhD final exams must take place

**ISBN code- International Standard Book Number**
The ISBN - International Standard Book Number – is a number that identifies a product at international
level, in a univocal and long lasting way and it is bestowed to all those products created to be used as
book. Through the attribution of this code hence a doctoral thesis will be considered a publication to all
intents and purposes.

The ISBN code si issued upon request of the PhD student and prior authorization of the Teaching Committee
concerned.
To obtain the ISBN code:

1) Within 30 days of defending your thesis, you must:
   - complete the online form at:

The PhD Office, after receiving the above mentioned form and the Teaching Committee’s authorization, will
send you an email with your ISBN code which must be reported on the back of your thesis cover, according
to the procedure described in the following **Guidelines**. At the end of the procedure you will be able to
register your thesis as a “monograph” on the University Catalogue (IRIS).

The whole procedure must be completed within 60 days of your thesis defence.