The 31st PhD cycle strictly ends on 30th September 2018.

The research doctorate qualification or Doctor of Philosophy (Ph.D.), is issued after a positive evaluation of the PhD thesis that contributes to the development or the advancement of knowledge or methodology through original research in its field.

The qualification is conferred by the Rector during the diploma award ceremony scheduled for September 2019.

The PhD thesis must be written in Italian, English or in any other language previously approved by the Teaching Committee along with 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 relevant scientific publications, must be attached to the thesis.

The thesis is evaluated 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 carry out a rigorous analysis and they will provide an opinion on the thesis. They will either recommend that the thesis is worthy of public defence, or to postpone the examination for up to six (6) months if there are major revisions to be done. After this period, the thesis will in any case be admitted to the final examination. A new review will be provided by the same referees taking into account all the corrections or additions made by the student.

The final examination, for obtaining the PhD degree, is an oral examination where the candidate will be invited to defend his/her doctoral thesis. A panel of examiners is appointed by the Teaching Committee and approved by the Rector in accordance with Art. 18(1) of the University Regulations for PhD studies. The examination is a public event.

At the end of the defence, which should be completed by May 2019, the thesis will be approved or rejected with an official written justification. For an outstanding academic achievement, the Thesis Examination Committee may unanimously decide to award the mark *cum laude*.

Here below we report the timeframe and the procedure that a doctoral candidate must follow in order to defend the doctoral thesis in 2019:

- **By 2nd November 2018**
  - The PhD thesis must be sent to the supervisor together with the report on the activities carried out during the PhD programme and the request to obtain the Doctor Europaeus certificate (without the stay abroad certifications)
  - PhD students must be enrolled in the PhD final Examination and they have to submit all the related documentation. Moreover, they must present the official request to obtain the Doctor Europaeus certificate (attaching the certificates which confirms the stay abroad periods)

- **By 30th November 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 10th December 2018** PhD thesis, abstract and summary of 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 be in charge of sending the thesis to the external referees using a dedicated on-line service.

- **By 21st December 2018** The PhD office sends the thesis, the abstracts and the summaries of the activities carried out during the PhD programmes to the external referees using a specific on-line service (referees have to accept the revision by the 7th January and they have to complete the evaluations by the 20th February)
- **By 21st February 2019** the external referees’ binding judgement shall be obtained.
  - If the evaluation is positive, the date of the thesis defence will be fixed **by 31st May 2019**.

- If the evaluation is negative, the PhD student must conclude the revision of his/her thesis within six months from the **first** evaluation. The timeframe must allow the referees to formulate a second and final decision.

- **By 15th March 2019** the Teaching Committee shall take note of the external referees’ judgement and propose the nomination of the final exam members, the thesis discussion date and express on the possible release, at the interested request, of the Doctor Europaeus certificate and ISBN code.

- **By 30th March 2019** publication of the Rectoral Decrees for the appointment of the Examination Committees.

**IMPORTANT:** PhD candidates who are admitted to the final exam must:
- send their thesis to the members of the Examination Committee at least one month in advance of the thesis defence date.
- submit their thesis to the University Catalogue (IRIS) at least 2 weeks in advance of the thesis defence date. The thesis will be publicly available within 30 days from the defence, with the exception of the embargo on 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.**

- **By 31st May 2019** PhD final exams have to be completed.

**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 is issued upon request of the PhD student and prior authorization of the Teaching Committee concerned.

To obtain the ISBN code you must:

1) Complete the online form within 30 days from the defence of your thesis:

   https://elvira.univr.it/survey/index.php/survey/index/sid/436931/newtest/Y/lang/it

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.