

**PRELIMINARY REQUEST FOR ACADEMIC RECOGNITION OF A PhD DEGREE  
AWARDED OUTSIDE OF ITALY\***

To the Director of SISSA

**PERSONAL DATA**

I, the undersigned (first name and surname) \_\_\_\_\_

CITIZENSHIP \_\_\_\_\_

PLACE OF BIRTH \_\_\_\_\_

DATE OF BIRTH \_\_\_\_\_

ITALIAN TAX CODE (if available) \_\_\_\_\_

RESIDENCE \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_ E-MAIL \_\_\_\_\_

**REQUEST****the academic recognition of the following academic PhD degree awarded outside of Italy:**

PhD in (as stated in the official degree) \_\_\_\_\_

awarded by (indicate the foreign University) \_\_\_\_\_

Country \_\_\_\_\_

Date of award \_\_\_\_\_

Official duration of the program (as stated in the official records) \_\_\_\_\_

with the aim of determining the correspondence of the foreign PhD with the PhD in \_\_\_\_\_

\_\_\_\_\_ awarded by SISSA.

*\* The academic recognition procedure is reserved exclusively for candidates who have been selected through recruitment procedures launched by the International School for Advanced Studies (SISSA) for the following positions: Fixed-term university researcher, in accordance with Article 24, paragraph 3, letters a) and b) of Italian Law No. 240/2010 (as in force prior to Law No. 79 of 29 June 2022, pertaining to transitional roles), and Tenure-track researcher positions under Article 14 of Decree-Law No. 36 of 30 April 2022, as converted with amendments by Law No. 79 of 29 June 2022.*

**Given my participation in the recruitment procedure for the position of \_\_\_\_\_ at the \_\_\_\_\_ Area of SISSA, should I be selected and offered the aforementioned position I undertake to submit the following documents for the purpose of obtaining the academic recognition of my PhD degree:**

- a) A scan of my passport (or, if EU citizen, a scan of a valid ID).
- b) A scan of the official foreign PhD degree, which must correspond to the third cycle of studies according to the Bologna Process qualifications framework, and to level 8 of the European Qualifications Framework (EQF). The certificate, awarded by a foreign higher education institution, has to be translated into Italian or English by an official translator. If the document is in English, Spanish, French or German no translation is required.
- c) A certificate issued by the higher education institution that awarded the degree, stating the activities carried out during the PhD program, as well as the duration of the program itself. If the foreign system provides a Diploma Supplement for doctoral studies, such document is also required.
- d) Documentation required for the verification of the foreign PhD title. The following documents are necessary:
- Evidence of the authenticity of the foreign degree (one of the following options):
    - verification certificate issued by an ENIC-NARIC center (e.g., CIMEA);
    - legalization by the competent Italian diplomatic or consular authority;
    - Apostille (if applicable, under the Hague Convention).
  - Evidence of the value of the foreign degree (one of the following options):
    - comparability statement issued by an ENIC-NARIC center (e.g., CIMEA);
    - Diploma Supplement in accordance with the model of the European Commission;
    - Statement of Value (*Dichiarazione di valore*) issued by the competent Italian diplomatic or consular authority.
- e) The academic qualification that granted access to the foreign PhD program, translated into Italian or English by an official translator. If the document is in English, Spanish, French or German no translation is required. The following documents are also necessary:
- Evidence of the authenticity of the foreign qualification (one of the following options):
    - verification certificate issued by an ENIC-NARIC center (e.g., CIMEA);

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- legalization by the competent Italian diplomatic or consular authority;
- Apostille (if applicable, under the Hague Convention).
- Evidence of the value of the foreign degree (one of the following options):
  - comparability statement issued by an ENIC-NARIC center (e.g., CIMEA);
  - Diploma Supplement in accordance with the model of the European Commission;
  - Statement of Value (*Dichiarazione di valore*) issued by the competent Italian diplomatic or consular authority.

f) The PhD thesis in .pdf format and/or the URL of the web repository or library where the approved thesis is archived and accessible, along with contact details of the relevant office where access can be requested for verification purposes. The document must be submitted in the original language and translated into Italian or English by an official translator. If the original document is written in English, Spanish, French or German, no translation is required.

g) A *curriculum vitae* in Italian or English, including any additional academic qualifications, publications, and research or teaching activities.

h) Receipt of payment of the €16 stamp duty (*imposta di bollo*), to be paid on the SISSA Cineca portal at the following link: [Portale Pagamenti – Pagamento Spontaneo \(cineca.it\)](https://portalepagamenti.cineca.it)

Date \_\_\_\_\_

Signature \_\_\_\_\_