
Regulations for the Degree of PhD

The present Regulations come into force on 10 July 2009,
and replace the previous set dated 7 June 2006.



Art. 1
Degree titles

1. The Faculty awards the following degrees under the Italian titles of:
 - a. Dottore in Scienze della comunicazione (dr. sc. com.) and,
 - b. Dottore in Lingua, letteratura e civiltà italiana (dr. philol. it.).
2. The degree is conferred on candidates who has successfully completed the PhD program (generally three years), who has written a thesis showing their intellectual maturity and then defended it successfully.

Art. 2
Admission
requirements

1. Applicants for the degree of PhD must have a Master's degree or a Swiss university four-year licentiate degree; alternatively, they will have an academic degree from a Swiss or foreign university considered an equivalent standard.
2. Admission to the PhD in Communication Sciences requires a degree in Communication Sciences or in an area corresponding one of the disciplinary areas of this Faculty. Admission to the PhD in Italian Language, Literature and Culture requires a degree in any of the traditional disciplines covered under the header of Italian Studies. The result of the degree must be significantly higher than the average.

Art. 3
Institutional
functions

1. All matters relating to PhD degree are the responsibility of the PhD Committee. The Committee is appointed by the Faculty Council from its own members, each representing a different Faculty institute.
2. The Faculty Council designates the PhD Coordinator from among these five PhD Committee members and all Committee meetings will be chaired by the PhD Coordinator.

* The terms of masculine gender used in these regulations always refer also to the corresponding feminine term.

**Art. 4
Ruling**

If required, the PhD Committee may hold a virtual meeting. All Committee decisions will be taken by simple majority of all voting members. In the case of a tie, the Coordinator has the deciding vote.

**Art. 5
Academic
supervision**

1. When a candidate is admitted, the professor nominated by the Faculty as the thesis supervisor (see Art. 6.2) will be responsible for supervising his/her academic work.
2. Should the thesis supervisor need to be replaced, nominations for a successor must be submitted in written form to the PhD Committee.
3. On completion of the PhD study cycle, the candidate's academic work is assessed by a Jury ('the examiners') appointed by the PhD Committee

**Chapter II
Admission****Art. 6
Admission
procedure**

1. Prospective PhD students submit an application in writing to the Academic Studies Administration, including:
 - a. a curriculum vitae fully documenting secondary and higher education;
 - b. a copy of the Master's (or other equivalent degree) certificate and a full transcript of examination results;
 - c. any employment certificate(s) where applicable;
 - d. two letters of recommendation from academic tutors or other experts in the sector;
 - e. a preliminary outline of the research project approved and signed by a Faculty professor willing to act as thesis supervisor;
 - f. a brief statement describing the objectives that inspired the decision to undertake PhD studies;
 - g. a copy of the Master's thesis, licentiate or any publications as appropriate.
2. It is the responsibility of the Faculty Council, guided by the PhD Committee, to decide a candidate's admission and the final appointment of a thesis supervisor (or a supervisory committee, as necessary). The thesis supervisor is chosen from among the Faculty professors (full, extraordinary, assistant-professors, associate, or chair-holders/titular professors).
3. After admittanced, the candidate remains registered with student status until the thesis has been completed and defended, regardless of any existing workcontract relations.

**Art. 7
Commencement
date**

PhD studies start formally as soon as the Academic Studies Administration has informed he candidate of his/her admission.

Chapter III

Study and Research work

Art. 8 Structure of the PhD curriculum

There are three components in the PhD study program: broadening and deepening knowledge in Communication Sciences (for the PhD degree in Communication) or in Italian studies (for the PhD in Italian Language, Literature and Culture); in-depth training in research; and a personal research project leading to the PhD thesis.

Study and research activities involve:

- a. attending dedicated PhD courses (earning at least 15 ECTS points) and seminars, workshops and symposia organized by the Faculty or other academic institutions;
- b. writing the PhD thesis.

Art. 9 Procedural checks

1. The thesis supervisor is responsible for the proper conduct of the study program.
2. At least once a semester, each Institute Director organises a PhD seminar (open to all professors, tutors, post-doctoral assistants, and PhD candidates of the Faculty,) where PhD students present their work in progress. Each PhD candidate is expected, in the course of their studies, to present their work: once at the end of the first year of registration, and the second nearer the conclusion of their research project.
3. By the end of the first year, each PhD candidate must submit a detailed outline of his/her research project; the thesis supervisor will discuss this with them and assess it. At the end of each subsequent year, the candidate will draft a progress report; the report, appropriately reviewed and signed by the supervisor, must be submitted to the PhD Committee. After the second reminder, candidates who fail to observe this process may be excluded from doctoral studies.
4. As doctoral students approach the conclusion of their study program, they will be encouraged to publish the findings of their research through leading academic channels, especially appropriate conferences and symposia in the relevant fields and in peer-reviewed journals.

Chapter IV

Defense of the thesis and awarding of the degree

Art. 10 Submission

1. Once completed and with the supervisor's approval, five hard copies and one electronic file of the thesis must be handed in to the PhD Coordinator. The thesis supervisor is responsible for ensuring that the thesis meets international scientific standards.
2. Once submitted, a copy of the PhD thesis will be made available to Faculty professors at the Academic Studies Administration.

Art.11 Evaluation

1. The submitted thesis will be evaluated by a jury nominated by the PhD Committee. The jury must be composed by the thesis supervisor and two external members, expert professors in the field, affiliated to another university.
2. The reviewers task is to examine the thesis in its written form individually, and separately. Subsequently, the Jury deliberates whether the thesis is ready to be examined orally: the thesis may be (1) accepted; (2) accepted conditionally; (3) rejected.
3. In case of 'conditional acceptance', the Jury writes to the candidate indicating the changes or corrections to be made in order to improve the thesis in view of the oral examination, and agrees with the candidate on the length of time required for such revisions. Once revised, the thesis should be returned, together with a concise description of all the revisions, to the Jury members.
4. If the thesis is accepted, the examiners rate it on the following scale: legitime, cum laude, magna cum laude, summa cum laude. The Jury for the oral examination is composed of the same professors who have read and assessed the written work.

Art. 12 Defence (Oral examination)

1. The thesis is examined orally before a jury chaired by a president with no right to vote, nominated by the PhD Committee from among the full and extraordinary professors of the Faculty. The oral examination is public; the candidate presents his/her thesis, and the presentation is followed by a discussion open to the public.
2. At the end of the oral examination, the Jury members express their overall evaluation; if the oral examination has satisfied all the requirements for acceptance, the Jury (considering any prelimi-

nary reports as well as the oral presentation and the ensuing discussion of the thesis) decides on one of the following designations: legitime, cum laude, magna cum laude, summa cum laude.

3. If the thesis is rejected, the candidate is not allowed to re-submit.

Art. 13 Dispute

Any disagreements relating to the evaluation and oral examination procedure will be settled by the PhD Committee.

Art. 14 Degree award

1. The candidate who has successfully completed the thesis must supply:
 - a. A hard copy of the definitive version of the thesis to the Faculty Academic Studies Administration (for internal archives);
 - b. To the University Library, Lugano (public records):
 - A CD-Rom with a complete and definitive copy of the thesis (one single file) in PDF format;
 - A text file (RTF o TXT) with title, table of content, abstract in the usual languages (a maximum of three languages, necessarily including English), as well as a list of key words that best describe the content of the thesis;
 - A form entitled 'Approval of the final version of the thesis' signed by the thesis supervisor and by the PhD Coordinator.
2. The award of the degree of PhD and the right to use the title: *Dottore in Scienze della comunicazione* or *Dottore in Lingua, letteratura e civiltà italiana* (see Art. 1.1) are subsequent to the delivery of all the records mentioned under paragraph 1 of this article (14.1).
3. The PhD Committee and the thesis supervisor will encourage the PhD graduate to prepare his/her thesis for publication in prestigious academic publications.

Chapter V Final provisions

Art. 15 Enforcement

1. The present Regulations come into force on 10 July 2009, and replace the previous one dated 7 June 2006.
2. These Regulations are immediately applicable to all candidates admitted to the PhD program after the above date. Their provisions also apply to candidates registered before that same date, wherever they should prove to their advantage.

Università
della
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Faculty
of
Communication
Sciences

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for the
Degree of PhD