

Dottorato Industriale in “Tecnologie per Ambienti di Vita Resilienti”
Scuola di Dottorato in Politecnica e delle Scienze di Base

GUIDELINES FOR THE PERIOD ABROAD

STEP 1: 3 / 4 MONTHS BEFORE DEPARTURE OR AT THE BEGINNING OF THE ACADEMIC YEAR:

The PhD student is required to send the proposal (Annex - “Proposal for the research activities abroad”) to the Coordinator, with the Supervisor included in CC, which summarizes the research activities to be conducted abroad, along with the destination and duration details; this is necessary to get approval from the PhD Board for the research activity.

STEP 2: 30 DAYS BEFORE DEPARTURE

The PhD student must:

- send to the Coordinator, WITH THE SUPERVISOR INCLUDED IN CC, the mission module (Module A) available on the web page of the Industrial PhD in “Technologies for Resilient Living Environments”: <https://www.architettura.unicampania.it/ricerca/dottorato-di-ricerca-in-tecnologie-per-ambienti-di-vita-resilienti#modulistica-generale-per-doctoral-e-enterprises>
- have insurance certification by requiring it to the University’s office (uff.contratti@unicampania.it, monica.melone@unicampania.it); both the Supervisor and the Coordinator must be aware of this request.

STEP 3: DURING THE PERIOD ABROAD

The PhD student, to achieve the 50% extra for his/her scholarship, must:

- send the Coordinator the certificate of the activity kick-off by the host institution (with an indication of the starting date);
- send month by month or every two months, to the Coordinator the Certificate of Attendance by the host institution (the certificate's date should come after the certified period);
- send to the Coordinator the certificate of the end of the activity abroad by the host institution (indicating the entire period spent abroad, from day X to day Y).

ALL DOCUMENTS (MODULES AND CERTIFICATES) MUST BE SIGNED BY THE COORDINATOR, SO THEY MUST BE EMAILED TO THE FOLLOWING ADDRESS, WITH THE SUPERVISOR INCLUDED IN CC:

dottoratoindustrialeambientiresilienti@unicampania.it