



**FRIULI VENEZIA GIULIA REGIONAL LAW No 2/2011 – ART. 4(2)(A)
PROGRAMMING 2025-2027 - FUNDS 2025
(PENDING THEIR DEFINITION)
CALL FOR VISITING PROFESSORS FROM RESEARCH INSTITUTIONS
OUTSIDE ITALY
A.Y 2024/2025 2nd TERM
ACTIVITY DEADLINE: 31ST JULY 2025
2025 Selection**

Deadline for applications: 15th November 2024 at 11:00 a.m.

Article 1 – Recipients and purposes of the scheme

The University of Trieste shall select and support full, associate and emeritus professors from foreign Institutions (or individuals with equivalent positions in foreign research Institutions) through this Visiting Professorship Scheme. During his/her stay the Visiting Professor will deliver lectures within the university bachelor's, master's, single cycle master's, specialisation and doctoral degree courses. This Call is addressed to the Departments of the University of Trieste interested in inviting scholars with a view to expanding the range of educational activities within the Department and developing the University's international profile.

Under no circumstances will the Visiting Professor be in charge of a whole course.

Article 2 – Duration

a. Visiting professorships may be taken up during the second term of academic year 2024/2025 and must be concluded by 31st July 2025.

b. Specialisation courses in medical fields

Professorships held within these specialisation courses will have to be carried out in the second term of academic year 2023/2024. All activities will have to be completed by 31st July 2025.

c. Minimum duration of a professorship

A visiting professorship must last no less than 10 continuous working days. During their visit, professors are required to carry out their teaching activities, in compliance with the regulations of the University of Trieste.

Article 3 – Professorships and value

a. A maximum of 5 Visiting Professorships will be funded.

b. For each Visiting Professorship the selected Department will receive **EUR 2,857.15**, corresponding to the Visiting Professor's gross wages (**EUR 2,000.00 net**).

Departments shall not be granted any further reimbursement.

The Visiting Professor's wages shall be paid as a lump sum at the end of their visit, after s/he has submitted her/his final report on the activity carried out.



If a Visiting Professor has their tax residence in a country which has a convention with Italy aimed at avoiding double taxation, s/he may submit a request before her/his wages are paid. S/he must do so by filling in the required form(s), in accordance with the provisions of the relevant convention and submit all documentation to the host Department.

Information is available on the website of the [Italian Revenue Agency](#) (*Agenzia delle Entrate*).

A Visiting Professorship does not give the holder the right to enrolment as a teacher at the University of Trieste.

Article 4 – Visiting Professor's commitment

The Visiting Professor is required to carry out the following activities in English or in another foreign language consistent with the course in which the activity will be held:

1. **4 hours** of lectures within one or more courses Type A or B or C within a bachelor's, master's, single cycle master's courses or doctoral degree by 31st July 2025, a.y.2024/2025 – 2nd term or, only for specialisation courses in medical fields during the second term of the academic year 2023-2024.

Lectures may be given within different courses, provided they:

- meet the above requirements,
- are offered by the Visiting Professor's host Department,
- are given by the same Visiting Professor.

2. **a seminar** at the host Department;

3. **a roundtable with PhD students** enrolled at the University of Trieste. The organisation of the roundtable must be agreed upon by the Visiting Professor and the coordinator(s) of the PhD school(s) involved.

In case of joint doctorates, the workshop must be held at the University of Trieste.

Visiting Professor's lectures and/or educational activities must be given within courses of bachelor's, master's and single cycle master's degrees (Type 1), during the academic calendar and will be regulated by the *Guidelines on the definition of the planned and delivered educational offer*, approved by the Academic Senate of the University of Trieste on 16th July 2024, provided that they must be carried out in person.

Article 5 – Insurance

Before the arrival of the Visiting Professor, the host Department shall verify the mandatory insurance requirements provided for by the current legislation and any additional requirements related to scheduled activities (e.g. access to laboratories, use of equipment, etc.). The Department will do so with the help of the administration office in charge of insurance.

Visiting professors arriving from a Member State of the European Union have health insurance coverage through the EHIC (European Insurance and Health Card) scheme.

Article 6 – Application process

Applications must be submitted by the relevant Department.

Each Department may submit no more than one (1) application.

Applications must be submitted by university Departments through the form attached to this call



(Annex A). The form must be signed by the Head of Department.

This form and the documents listed in this Article must be sent to relazioni.internazionali@amm.units.it by **15th November 2024 at 11:00 a.m.**

The subject of the email must be the following: **CALL FOR 5 VISITING PROFESSORSHIPS – REGIONAL LAW No 2/2011 – 2ND TERM - FUNDS 2025 PENDING THEIR DEFINITION.**

Pursuant to Article 18(1)(b) and (c) of Italian Law No 240/2010 and subsequent amendments and additions, candidates are not eligible if, at the deadline for applications, they have up to a fourth degree of kinship by consanguinity or affinity with: a member of teaching staff within the host department, the Rector, the General Director or a member of the Board of Directors of the University of Trieste.

Subjects who have already been awarded Visiting Professorships in the 2022, 2023 and 2024 within Regional Funds Article 4(2)(A) selections and awarded Visiting Professorships under the Call for visiting professors from research institutions outside of Italy – Centenary of the University of Trieste – 1st term 2024-2025, are not eligible for this selection.

However, applications are welcome from candidates who received a positive assessment from the Internationalisation Committee within the above mentioned Selections.

In this case, the proposed activities must be modified and adapted to this Call.

Along with Annex A, the Department shall submit:

1. **a copy of the minutes** of the Departmental Board meeting in which the Department committed to hosting the Visiting Professor. The Board must have met before the deadline for the submission of applications indicated in this Call.

However, if the minutes of the meeting are not available at the time of submission, the Department may send a copy of it to relazioni.internazionali@amm.units.it within seven days of the application deadline.

The minutes must indicate:

- a) the candidate's details and University or Institution of origin; the academic discipline of the taught course and a short description of the candidate's academic standing and international achievements;
- b) the reason for the proposal;
- c) a description of the activity the candidate will carry out (number of hours, type of activity and period in which it will be carried out);
- d) period of stay of the Visiting Professor;
- e) the name of the scientific supervisor within the Department;
- f) the commitment of the host Department to ensure:
 - provision of a workstation within the host structure;
 - the availability of the equipment necessary to carry out the planned activities;
- g) verification of the necessary insurance aspects;



2. curriculum vitae of the Visiting Professor drawn up in English;
3. a declaration of interest drawn up in English and signed by the candidate using the form in **Annex B** of this Call;
4. a copy of a valid identity document of the Visiting Professor.

Article 7 – Selection

The Unit for Development Cooperation and university networks will verify that each application complies with the admission requirements set in this Call.

Eligible applications will then be forwarded to the Internationalisation Committee appointed by Rectoral Decree, reg. 172371 of 16th November 2023, No. 1080/2023.

The Committee will evaluate all applications on the basis of the following criteria:

- a) motivation;
- b) curriculum vitae and international standing of the candidate;
- c) international standing of the candidate's University or research Institution of origin;
- d) relevance of the activity that the candidate is invited to carry out;
- e) impact on the internationalization process of the University.

The list of the selected candidates will be submitted to the Academic Bodies of the University of Trieste for their approval.

After the Academic Bodies have approved the selection results, the Unit for Development Cooperation and university networks will publish the selection results on the University's website.

All activities must be concluded by **31st July 2025**.

All relevant documentation must be sent to the Unit for Development Cooperation and university networks by **30th September 2025**, in order to allow the University to send a funding report to the Friuli-Venezia Giulia Region.

Article 8 – Further documents

a) Templates

In order to standardise all the documents required under this Call, the University has prepared the following templates: invitation letter, acceptance letter, fee note, final report.

b) Affiliation form

According to the Regulations of the University of Trieste on Visiting Scientist, when the Visiting Professor arrives, the host Department must prepare an affiliation form clearly stating the commitments of both parties. The agreement shall be signed by the Visiting Professor and countersigned by the Head



of the host Department.

A signed copy of this document shall be sent to the Unit for Development Cooperation and university networks.

c) Final report

At the end of their stay, Visiting Professors will submit a brief report on the activities they carried out at the host Department. The scientific supervisor within the host Department will countersign and integrate the report, highlighting the visit's contribution to the University's internationalisation scheme. A copy of the final report will also be sent to the Unit for Development Cooperation and university networks by **30th September 2025**.

d) Final certificate

The University shall release a certificate to the Visiting Professor, which attests his/her stay and his/her contribution to the internationalization process of the University.

Article 9 – Advertising and conclusion of proceedings

This Call is published on the website of the Unit for Development Cooperation and university networks <https://portale.units.it/it/internazionale/welcome-to-units/docenti-e-ricercatori>

The selection results referred to in Article 7 of this Call shall be published only after their approval by the Academic Bodies of the University of Trieste.

Article 10 – Processing of personal data

Pursuant to Italian Legislative Decree No 196 of 30 June 2003, as amended by Italian Legislative Decree No 101 of 10 August 2018, and pursuant to EU Regulation No 679/2016 – General Data Protection Regulation, the University undertakes to respect the confidential nature of the information provided by candidates. All data provided will be processed only for purposes related to this selection procedure and the eventual management of an applicant's relationship with the University, in compliance with the provisions in force.

Article 11 – Person in charge of the administrative procedure and contacts

Pursuant to Italian Law No 241 of 7 August 1990, the person in charge of this administrative procedure for the University of Trieste is Carla Savastano, Head of the Unit for Development Cooperation and university networks. For any further information or clarification please contact the International Relations Service at the email: relazioni.internazionali@amm.units.it

Article 12 – Referral clause

The English version of this Call has only informative aims. For the application and resolution of any dispute and for any legal effect, only the Italian version shall be valid.

For matters not covered by this Call, please refer to the Regulation of the University of Trieste on Visiting Scientist.



**UNIVERSITY
OF TRIESTE**

**Education and Research Services Division
International Services
Unit for Development Cooperation and university networks**

The Rector
Prof. Roberto Di Lenarda