

PhD Programme in Computer Science

Guidelines and learning duties

How to acquire ETCS credits (aka CFU)
valid from Cycle 39 on

October 28, 2024

1 Introduction

There will be at least two yearly Plenary Meetings of the PhD Programme. One will be held in October/November to introduce the new PhD students and illustrate to them the main features of the PhD Programme. The second meeting will be held in the second half of the year and will be used to share the results of the yearly quality assessment procedures. At the end of the year a scientific meeting (*PhD days*) is also planned where PhD students will present to the PhD Council the results of their research activity in that year. These presentations might be considered as part of the yearly assessment procedure for being admitted to the next year (see section 4).

2 Distribution of the ECTS (aka CFUs or credits): 60 per year

You have to acquire 16 ECTS credits for courses/classes ("crediti di didattica" or, hereafter, *education credits*) in the 1st and 2nd year and 8 ECTS credits for courses/classes in the 3rd year. Between 50% and 75% of these yearly education-credits should be obtained by attending courses and passing exams on *advanced topics* in Computer Science; between 25% and 50% of the education-credit should be obtained for attending courses and passing exams focussed on *multi-/trans-/interdisciplinary topics*. The remaining credits (44 CFUs in the 1st and 2nd year, 52 CFUs in the 3rd year) are allocated to your research activities.

- *Advanced CS-topics credits* are acquired by participating in courses and other activities organized by the PhD Programme in Computer Science or in external winter and summer schools, or from courses organized in other PhD programmes. For credit acquisition, the participation in winter and summer schools or courses organized by other PhD programmes, should

be agreed with the tutor and the PhD coordinator. The courses organized by the PhD programme are listed on the programme web page "PhD Programme courses/classes".

- *multi-/trans-/interdisciplinary topics credits* can be acquired by participating in interdisciplinary seminars and courses listed in the section "PhD School Teaching Activities" of the website of the PhD programme (at least 25% of the yearly education CFUs) or in courses on such topics that are provided by other institutions and have been approved by the tutor and the PhD coordinator. According to the rules of the Italian Ministry teaching activities in the following areas contribute to such education CFUs: foreign languages, computer science, statistics, library resources, copyright issues and other topics connected to the organization of scientific research. In some cases passing an exam may be sufficient for the acquisition of the ECTS credits (without attendance of the courses/classes).
- *research CFU*: are given on the bases of the individual research activity and participation in other didactic activities connected to the PhD student's research. Attendance to conferences and giving seminars and talks, as well as article and project writing also contribute to such CFUs. All activities have to be listed in the end-of-the-year report of the PhD student. Type and quantity of such research activities are decided by PhD students and supervisors. There is no formal certification required for such research activity credits. The entire research activity will be evaluated by the PhD programme committee based on the end-of-the-year report of the PhD student.

3 Research periods abroad

Students of the PhD in CS are required to spend a research period of at least six months abroad. Such research period can also be split in several shorter visits, also to different places, provided that each such visit is at least 2 months long. The research visits should be to research institution which can contribute to the PhD student's development of their research project. The complete programme of visits, amounting to at least 6 months, should be arranged and submitted to the PhD council by the end of the second year. PhD students can obtain funding for these periods abroad through various Erasmus calls (for study and internship) and through Verona University's "bando mobilità", besides annual funding allocated for every PhD student and external funding. Each month of the research-abroad period contributes for at least 2 CFUs to the required education-credits.

4 Yearly assessment of the learning and research results

The admission to next year (at the end of first two years) and to the final exam (at the end of the third year) is assessed on the basis of the following activities and documentation:

1. ECTS credits form filled out (checked by the PhD Programme coordinator).
2. End-of-the-year report of all activities carried out by the PhD student during the academic year, approved by the PhD project supervisors.
3. End-of-the-year presentation of the results obtained during the academic year to a subcommittee appointed by the PhD Council, that includes at least two experts besides the student's tutor(s).
4. Report of the subcommittee on the research activities and results accomplished by the PhD student.

All the above documentation (points 1, 2, 4) must be submitted to the coordinator and the Ufficio Dottorati by the end of the second week of October (*this is a firm deadline*).

5 Useful forms and documentation

All kinds of forms for PhD students can be found at the "Intranet di Ateneo", section:

Come fare per → Dottorati → La mia carriera come dottorando