



UNIVERSITÀ  
di VERONA

unibz Freie Universität Bozen  
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Università Liedia de Bulsan



Philipps  
Universität  
Marburg

## PhD Programme in Linguistics

Guidelines for PhD students and rules for the acquisition of ECTS credits (in Italian: "CFU")

Academic Year 2023/2024

All information are available on the [website of the PhD programme](#).

### 1 Introduction

Every year two institutional meetings of PhD programme coordinator/committee members with the PhD students take place: one at the beginning of the academic year (October), dedicated most of all to the orientation of the new PhD students, and one at the end of the year (September). The second meeting has the form of a small conference in which the PhD students present the results obtained during the year to the PhD committee members, their fellow PhD students and other stakeholders. These talks are an important part of the end-of-the-year verification whether the learning outcomes have been met, see section 4.

### 2 Distribution of the ECTS credits per year (60 "CFU"/year)

	1st year			2nd year			3rd year			Total of the 3 years
	Tot. 1st year	School	Pro-gramme	Tot. 2nd year	School	Pro-gramme	Tot. 3rd year	School	Pro-gramme	
CFU didattica	16	8	8	16	8	8	8	4	4	40
CFU ricerca	44			44			52			140
<b>Total</b>	<b>60</b>			<b>60</b>			<b>60</b>			<b>180</b>

The table shows that you have to acquire 16 ECTS credits for courses/classes ("crediti di didattica") for the 1<sup>st</sup> and 2<sup>nd</sup> year and 8 ECTS credits for teaching classes for the 3<sup>rd</sup> year subdivided equally between the PhD programme (Linguistics) and PhD school of the University of Verona. The remaining credits are allocated to your research activities ("crediti di ricerca": 44 credits in the 1<sup>st</sup> and 2<sup>nd</sup> year, 52 credits in the 3<sup>rd</sup> year).

- Teaching-class credits of the PhD programme (Linguistics): these credits are acquired exclusively by attending the courses/classes organized by the PhD programme, usually as Winter or Summer Schools, in any case labelled "compulsory" in the course/class description. They can be substituted by "free choice" activities only exceptionally and only if the PhD programme coordinator authorizes you to do so. You find the details of the classes in the section "PhD Programme courses/classes" of the website of the PhD programme.

- Teaching-class credits of the PhD school of the University of Verona: these credits are acquired by attending interdisciplinary seminars that you can find in the section "PhD School Teaching Activities" of the website of the PhD programme. According to the rules of the Italian Ministry teaching activities in the following areas are run by the PhD school: foreign languages, computer science, statistics, library resources, copyright issues and other topics connected to the organization of scientific research. Classes on these topics attended outside the University of Verona (in Bozen, Marburg or elsewhere) may be recognized. In some cases passing an exam may be sufficient for the acquisition of the ECTS credits (without attendance of the courses/classes).

The research activities credits ("crediti di ricerca") are acquired by developing the research project and attending classes/courses labelled "free choice" organized by the universities that participate at the PhD programme (Verona, Bozen, Marburg) or by other universities and, additionally, through conference participations, publications, etc. All activities have to be listed in the end-of-the-year report of the PhD student. Type and quantity of research activities are decided by PhD students and supervisors. There is no formal declaration of the 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**

We recommend research periods abroad if they provide the right academic context for putting forward the research project. 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.

Acquisition of ECTS during periods abroad: with research abroad of minimum 1 month you can acquire 2 "CFU di didattica" per month: 1 CFU PhD programme + 1 CFU PhD school.

### **4 Verification of the accomplishment of the learning outcomes**

The verification of the accomplishment of the learning outcomes, necessary for the admission to the next academic year and the confirmation of the scholarship (1<sup>st</sup> and 2<sup>nd</sup> year) or for the admission to the final exam (3<sup>rd</sup> year) is composed of four parts:

(1) ECTS credits form filled out (check by the PhD Programme coordinator).

(2) Short paper about a topic which must be unrelated to your PhD project. The paper is necessary for the validation of the credits acquired during the academic year (declared in form [1]). The paper has to be supervised and approved by a professor who is not one of the PhD project supervisors. Specifications for the reference years:

1<sup>st</sup> and 2<sup>nd</sup> year: PhD students have to write a scientific essay ("term paper") coordinated by one of the professors who taught during the "didattica"-type teaching classes (usually Winter or Summer School). There are no specific rules about the length or the form of the paper. PhD students must choose among the topics explored during the Winter or Summer School or during other "CFU di didattica" activities, but they can freely prepare their work in accordance with the professor.

3<sup>rd</sup> year: PhD students can decide to write a term paper (exactly like for the 1<sup>st</sup> and 2<sup>nd</sup> year) or a summary report of one of the "CFU di didattica" activities (usually Winter or Summer School).

(3) End-of-the-year report of all activities carried out by the PhD student during the academic year, signed by the PhD project supervisors.

(4) End-of-the-year presentation of the results obtained during the academic year at the September meeting, see section 1. The participation at this meeting is mandatory for all PhD students.

### **5 Forms**

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

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