



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA
ISTITUTO DI STUDI SUPERIORI
ISTITUTO DI STUDI AVANZATI

LANGUAGE: This English version is made only for publicity purposes. For resolving any dispute and for all legal purposes only the Italian version is valid.

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**Call for application for twelve “ISA Multicampus Visiting Fellowships”
(eight for Bologna and four reserved to Romagna Campuses)
for the period January – July 2023**

Application deadline: June 6th, 2022 (3:00 p.m.)

In order to foster the internationalization and interdisciplinarity of the University of Bologna, the Institute of Advanced Studies (ISA), offers **twelve Multicampus Visiting Fellowships - eight for Bologna and four reserved to Cesena, Forlì, Ravenna and Rimini Campuses** for a period of one to two months to international visiting professors. The candidates must be proposed by members of the academic staff of the University of Bologna and will be organized in close collaboration with the University Departments; as for the aforementioned four reserved quotas, proponents have to belong to **an Organizational Unit or a Department referring to Campuses of Cesena, Forlì, Ravenna, Rimini**. The Fellowship period must be continuous in order to allow for a fruitful interaction with the Institute and the students.

Art. 1 - The Visiting Fellows will receive from the Institute of Advanced Studies:

• **A Contribution to be chosen between:**

- a lump-sum compensation to cover travel, transportation, food expenses and possible visa in the gross amount of 800.00 Euros for EU residents and 1,100 Euros for non-EU residents;
- a direct reimbursement of duly documented travel expenses only (up to 800.00 Euros for EU residents and 1,100 Euros for non-EU residents).

• **Accommodation**

- **Bologna:** a fully equipped apartment for two persons in the proximity of the Institute of Advanced Studies (Via Marsala 26, Bologna) and of the Rectorate.
- **Cesena, Forlì, Ravenna, Rimini:** a fully equipped apartment for two persons in the proximity of the departments, identified by the Campuses or supporting local institutions.

The application must be completed according to the following procedure by the University of Bologna hosting academic:

1. access the system at <https://personale.unibo.it>
2. click on the “Login” button and log in with username and password



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3. click on the box "*Candidatura ISA Visiting Fellowship*"
4. select the call for "*ISA Visiting Fellowship January – July 2023*" and follow the guided procedure.

Art. 2 - Professors and Researchers (including "Ricercatori a tempo determinate senior") with a permanent active position at the Alma Mater Studiorum - University of Bologna are invited to submit to the Institute of Advanced Studies their proposals for international scholars who have an active permanent or temporary position at university or international research institution and maintain such a condition until the period of the visit in case the Fellowship will be assigned.

Applications of professors and researchers who have already been assigned a Full Fellowship or a Lodging Fellowship in the last two years are not eligible.

Their stay can last minimum 1 month and up to 2 during the period January – July 2023. The Institute of Advanced Studies Board can evaluate, on the basis of accommodation availability, the possibility of expansion of the Fellowship period up to a maximum of 3 (three) months upon a motivated request of both Visiting Fellows assignees of the Fellowship and their proponents.

The Fellowship period must be continuative and without interruptions.

Applications must be uploaded by the UniBo proponent **no later than 3 p.m. on June 6, 2022**, at the following link <https://personale.unibo.it> using academic login credentials.

The application must be uploaded online and accompanied by the following documents:

- I. **Personal and academic information about the Visiting Fellow***;
- II. **Motivation of the proposal** by the University of Bologna proponent, describing the reasons of the proposal of the Visiting Fellow and the planned activities, also in relation to the period of stay (online form);
- III. **Short scientific profile of the Visiting Fellow* (in English - online form)**;
- IV. **Title and synopsis of the ISA lecture*(in English)** that the Visiting Fellow will deliver at the Institute during his/her stay and other teaching activities – if planned – on the Degree and PhD courses of the University of Bologna (online form). Please consider that the *Lecture* should be suitable for an educated but not expert audience and should stimulate the interest of people belonging to different fields. The Visiting Fellow may be offered additional seminar activities shared between the Institute for Advanced Studies and the Department of the proposing faculty member;
- V. **Preferred and second choice period of stay proposal** the indicated periods will be binding when defining the periods of accommodation assignment, if required; In this regard and in order to avoid overlapping, the Institute for Advanced Studies reserves the right to opt for the most appropriate period;
- VI. **Lodging and/or economic contribution request**;



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- VII. The system will require an **explicit declaration by the Proponent** confirming receipt of the **favorable decision by the Head of Department** to host the Visiting Fellow (online form);
- VIII. A scanned copy of the Visiting Fellow's valid **Passport or ID document** (file to be uploaded);
- IX. **Curriculum vitae et studiorum and publication list covering the last 5 years** of the Visiting Fellow (only one merged file is to be uploaded)

IMPORTANT: the online procedure **does not** allow the intermediate saving if all text fields are not filled. Make sure to have all requested documents and data when uploading your application.

At the end of the upload, the Proponent can save the proposal for possible future modification or send it directly. In this latter case, the proposal will no longer be editable.

If the request is approved, the information identified with (*) will be uploaded to the site www.isa.unibo.it.

The proposal must be sent before the deadline indicated in this call. Proposals saved but not sent will not be considered.

Art. 3 - Elements I, II, III, IV and IX listed in Art. 2 will be evaluated by the Institute of Advanced Studies Board, who will then collectively compile the shortlists (one for each campus).

The Institute of Advanced Studies Board is composed of academics representing all the scientific areas of the University of Bologna and all Campuses.

The selection criteria are the following:

- *the scientific excellence of the applicant* 50%
(the continuity and impact of scientific activity over the last five years will be especially considered)
- *the relevance of an Institute of Advanced Studies residency* 50%
(the extent of interdisciplinary involvement of the scientific community will be considered, as well as participation in teaching activities on University of Bologna courses; in particular, the interdisciplinary approach of proposed ISA lecture will be evaluated).

The results of the selection will be communicated at the end of the procedure no later than **July 4th, 2022** by publication on the Portale Bandi <https://bandi.unibo.it/> and also by e-mail to the University of Bologna proponents.

Art. 4 - Acceptance of the Fellowship must be confirmed **within 10 days** after receiving formal communication from the ISA Director by sending an email to segreteria.isa@unibo.it. **If the Fellowship is not accepted or if the acceptance communication does not arrive before the deadline**, the Institute of Advanced Studies Board will offer the Fellowship to the next candidate on the shortlist. **No exceptions will be allowed.**



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In the case of Visiting fellows requiring housing on a Multicampus site other than Bologna (Forlì, Cesena, Ravenna and Rimini), the Institute Board will evaluate the possibility of adding an extra gross amount of 400€ to the fellowship. This increase can be assigned in consideration of the variety of teaching and research activities foreseen in the project of the Visiting Fellow hosted in the Campuses including Bologna.

In the event that no applications have been submitted to one of the Campuses of Cesena, Forlì, Ravenna, Rimini, based on financial and housing availability, the Board will consider using the fee for rescheduling to another Campus.

Art. 5 – The rescheduling of visits will be possible **exclusively in the reference period of this Call** (January 1st, 2023 – July 31st, 2023) **and depends on the effective availability of spots in the required period**. It will not be possible to postpone the visit beyond July 31st, 2023, save in exceptional cases.

Art.6 – Accreditation of the Visiting Fellow, release of the personal credentials and tracking of international mobility in departments shall be performed by the administration of the proponent's Department.

Art. 7 - The Fellows' entry and residence in Italy is regulated in accordance with Italian law and local authority directives. If a visa is required, the International Desk of the University of Bologna (diri.visiting@unibo.it) will provide information and support to the Fellow and his/her Proponent in the application process to obtain the correct visa required to receive the (1) lump-sum compensation indicated in Art.1.

Art. 8 - The Institute will provide injury and third-party liability insurance coverage (RCT) limited to the activities indicated and regulated by the contract with the ISA and that take place within the structures of the University of Bologna. The Fellowship does not confer the right to receive social security or access national health services. Fellows are required to obtain appropriate medical, accident and civil liability insurance, as established by University regulations.

Art. 9 – Residence periods always begin on the first day of the month and always end on the last day of the month. Stays for periods of less than three weeks are not allowed.

Art. 10 - Welcoming and assistance upon arrival must be provided by the proponent of the Visiting Fellow. Further information about the accommodation will be sent to Fellowship assignees and to their proponents after the closing date of the Call.

Art. 11 – The Institute of Advanced Studies guarantees accommodation to a maximum of two persons. No refund is due by the Institute if the Fellow decides to look for an alternative accommodation.

Art. 12 - The expenses (lump-sum compensation or direct reimbursement) indicated in Art. 1 will be paid only after delivery of the Institute lecture and submission to the Institute of Advanced Studies administration office of all the duly filled and signed forms and required documents. All documents must be properly completed and delivered before departure in order to process and deliver payments. The Institute does not guarantee payment of expenses if all the required documentation is not delivered by Visiting Fellow to the Institute of Advanced Studies administration office.



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Art. 13 - This announcement will be available on the website www.isa.unibo.it until the closing date of the application.

The Director of the Institute of Advanced Studies

Prof.ssa Anna Chiara Fariselli

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PERSON IN CHARGE OF THE PROCEDURE

The person in charge of the procedure is Dr.ssa Lucia Gunella, manager of the Institute of Advanced Studies: lucia.gunella@unibo.it

Candidates are entitled to exercise their right of access to the records of the selection process as provided for by the regulations in force. The request must be sent to segreteria.isa@unibo.it

The privacy policy, pursuant to art. 13 of D. Lgs. 30.06.03 n. 196 "Code for the protection of personal data", is available on the University portal at the page <https://www.unibo.it/it/ateneo/privacy-e-note-legali/privacy/informativa-per-i-partecipanti-a-concorsi-e-selezioni-banditi-ateneo> .