Ufficio Internazionalizzazione

CALL 2019 FOR VISITING PROFESSORS / SCIENTISTS FOR THE ALLOCATION OF 25 SCHOLARSHIPS TO PROFESSORS/RESEARCHERS OF PROVEN SCIENTIFIC EXPERIENCE, COMING FROM ABROAD AND BELONGING TO FOREIGN UNIVERSITIES, RESEARCH CENTERS, INSTITUTIONS.

Art. 1 - Recipients
The Call for Visiting Professors / Scientists will award 25 scholarships to Professors/Scientists of proven scientific experience, coming from abroad and belonging to foreign Universities, Research Centers, Institutions. The Visiting Professors / Scientists must carry out teaching activities in the framework of a degree course or a master degree course or a PhD course or a specialization course or must carry out scientific research activities in the framework of a research project at one of the Departments of the “Luigi Vanvitelli” University of Campania. The host University will ensure availability for spaces, libraries, equipment and all the facilities the Visiting Professors / Scientists require for their performance.

Art. 2 - Length of visit
The period of stay of the Visiting Professors / Scientists must be three (3) months, continuous or not; however, the continuous stay for one month at least will be considered as an advantage.

Art. 3 - Period of performance
The stay of the Visiting Professors/Scientists will have to take place between 15/01/2019 and 31/12/2019.
Non-EU Visiting Professors / Scientists will have to plan their arrival well in advance (3 months at least), given the time required to obtain an entry visa for Italy, mandatory in order to accept a paid job at the “Luigi Vanvitelli” University of Campania.

Art. 4 - Economic conditions
The Visiting Professors/Scientists are entitled to remuneration of € 3,000.00 gross per month. This amount is to be considered before tax deductions (IRPEF - personal tax -), social security deductions (INPS) and insurance deductions (INAIL), that are normally charged to the Visiting Professors/Scientists according to the applicable law. The signature of a collaborative agreement for coordinated and continuous work (co.co.co) is required for the assignment: the agreement also certifies the remuneration of the Visiting Professors/Scientists. The appointment will run from the date of the contract signature.

The University will also grant a reimbursement for the travel expenses incurred and documented by the Visiting Professors/Scientists; in any case, the above expenses will be contained within a maximum limit of € 1,500.00.

The payment of the amounts due (net of tax deductions required by law) will be made:
- in case of non-continuous presence, in a lump sum at the end of the performance due, following the submission of a final report by the Visiting Professors/Scientists;
- in case of continuous presence, in monthly payments (payment of compensation at the end of each month of activity) and payment of the balance at the end of the collaboration, following the submission of a final report on activities.

Remuneration will be credited by a bank transfer to the account provided by the Visiting Professors / Scientists. There are no advances.

Remuneration is inclusive of deductions and contributions to be paid by the Visiting Professors/Scientists and of tax and social security deductions borne by the “Luigi Vanvitelli” University of Campania.

Any costs related to entry visa and residence permit for non-EU citizens and those arising from health insurance, premium for the mandatory extension of insurance for third party liability as well as workhands are also charged to the Visiting Professors/Scientists.

It falls upon the Visiting Professors/Scientists to evaluate whether to claim rights under international conventions on double taxation (Tax Treaty), where they exist, and to present certification issued by the competent authority of their own country to the host University.

Each candidate selected as Visiting Professor/Scientist will sign an agreement for coordinated and continuous work with “Luigi Vanvitelli” University of Campania.

Upon receiving compensation for coordinated and continuous work, on which tax and social security deductions have been made, as withholding taxes, the Visiting Professor/Scientist will obtain C.U.D (Certificazione Unica) by the host University: it will certify the amounts received and the deductions paid to Erario (Italian State).

The International Office can support the Visiting Professors / Scientists for housing.

**Article 5 - Health Insurance**

**European Citizens:** The European Health Insurance Card (EHIC) allows citizens of 28 EU Member States and Iceland, Liechtenstein, Norway and Switzerland to have a better access to medical care during their stay abroad. The card allows them to have access to public health services and urgent medical services in the host country (doctors, pharmacies, hospitals or clinics), just as residents.

**Non-European Citizens:** The costs of health insurance coverage are paid by the Visiting Professors/Scientists, who will have to evaluate the extension of the validity of their own health insurance to Italy.

**Art. 6 - Activities carried out at the “Luigi Vanvitelli” University of Campania**

A professor/researcher appointed by the host Department at “Luigi Vanvitelli” University of Campania, will be assigned to each Visiting Professor/Scientist as internal reference point (the professor/researcher will be called “Referente”).

The period of activity at the “Luigi Vanvitelli” University of Campania must be agreed with every “Referente”, considering the requirements of the teaching activities and of the research group in which the Visiting Professors / Scientists will work and must be notified to the International Office.

Any agreement on the stay of the Visiting Professors/Scientists not notified to the International Office will be considered as not valid.

Following the appointment, all the activities planned in the teaching and research activity project must be authorized by the Board of the host Department and must be documented by a Resolution of Approval issued by the same Department, which will ensure to the Visiting Professors / Scientists the internal supplies and free access to classrooms and research laboratories.
The period of stay approved must be understood as “real presence “at the “ Luigi Vanvitelli” University of Campania.

During their engagement, the Visiting Professors / Scientists must carry out teaching activities even in the form of seminars and / or training activities; in this case, the Department will have to declare the credits provided by the Visiting Professor, who will keep a record of lessons, including dates, hours and topics covered. Moreover, the Visiting Professors/Scientists should preferably carry out research activities too and/or create opportunities for future research activities that will be evaluated in the event of further participation in University calls.

The Visiting Professors / Scientists are invited to participate in all activities organized by the “ Luigi Vanvitelli” University of Campania during their period of stay.

The Visiting Professors / Scientists can participate in conferences / seminars, even abroad, upon notice to the International Office, with the recommendation to mention the “ Luigi Vanvitelli” University of Campania and funds received by it as Visiting Professors/Scientists.

The host structures will have to give appropriate advertising to all activities the Visiting Professors / Scientists participate in.

At the end of all activities, the status of Visiting Professor/Scientist, if requested, will be awarded by Decree of the Rector.

**Article 7 - Incompatibility**

The position of Visiting Professor / Scientist is incompatible with assignments of any kind held in University or Research Centers operating in the host country and with having enjoyed the title of Visiting Professor / Scientist at the host University for two years even if not consecutive.

**Article 8 - Submission of applications and documentation to be attached**

Applications must be submitted by every “Referente” of the host Departments at the “ Luigi Vanvitelli” University of Campania, using the attached form (Attachment 1: Application Form/) and they must be sent by e-mail to visitingprofessors@unina2.it from 04/12/2018 until 04/01/2019. The proposer will receive a confirmation e-mail as receipt of submission.

Applications must be accompanied by:

- **Invitation Letter** sent to the candidate as Visiting Professor / Scientist by the “Referente” at the “ Luigi Vanvitelli” University of Campania, according to the template in attach (Attachment 2), and its acceptance to be transmitted only in English;
- **Curriculum Vitae** of the candidate as Visiting Professor / Scientist with indication of the position held at the structure the candidate belongs to;
- List of **scientific publications**;
- **Program** of planned activities during the visit and description of how the Visiting Professor / Scientist activity promotes the internationalization of the host University and host Department;
- **Resolution of Approval** by the Board of the Department where the Visiting Professor / Scientist will be hosted, with indication of a priority order, in case of several candidates for the role of visiting professor at the same department, considering the internationalization policies of the Department.
- **Summary sheet** of the Courses of the home University of the candidate accompanied by the most important administrative and academic contacts.

The application must indicate the Visiting Professor / Scientist’s e-mail address in order to send any following written communication.
**Article 9 - Selection and evaluation of qualifications**
The Rector will appoint a Committee to evaluate applications on the basis of the following criteria:
a) scientific quality of the candidate’s curriculum vitae; b) program of planned activities during the stay; c) length of stay; d) impact on the local scientific community.
Additionally, the following criteria will be considered as preferential:
• 1 month of continuous stay at the host Department at least;
• willingness to serve as reference point for future scientific/training collaborations;
• reasonable distribution between macro-scientific areas and departments.
The applications of those candidates who have previously held the position of Visiting Professors/Scientists at the “Luigi Vanvitelli” University of Campania for one year only will also be accepted but preference will be given to those who have never held that position before.
Suitable but not selected candidates will be considered as reserves and will be called if any cost savings on the funds will be available.

**Art. 10 - Notification of assignment and acceptance**
The final list of candidates selected will be published on the “Luigi Vanvitelli” University of Campania website at [http://www.unina2.it/index.php/international/docenti-e-ricercatori](http://www.unina2.it/index.php/international/docenti-e-ricercatori)
The candidates selected and their “Referenti” will be formally notified of the appointment by e-mail at the addresses on the Application. The International Office will send a special form to every Visiting Professor/Scientist selected as to accept or to decline the appointment. The candidates selected must send back the form with a copy of their passport or other identity document by the date stated therein.

**Art. 11 - Final report**
At the end of the stay at the “Luigi Vanvitelli” University of Campania, and not later than one month from it the Visiting Professors/Scientists (and their “Referenti”) have to produce a final report on their activities.
The Report must be sent to “Ripartizione Affari Istituzionali ed Internazionali” of the “Luigi Vanvitelli” University of Campania.
The report must indicate the didactic and research activities carried out, underlining and listing publications or research results for which the Visiting Professor/Scientist has worked jointly with professors of the Luigi Vanvitelli” University of Campania, or publications and research results in which the Visiting Professor/Scientist has the "Luigi Vanvitelli" University of Campania as partner.

**Art. 12 - Responsible of procedures**
According to Law 241/90, art. 4 (“New rules regarding administrative procedure and right of access to administrative documents”), Dr. ssa Carmela LUISE is responsible for the administrative procedures for the present Call.

**Art. 13 - Advertisement publication**
The present Call will be published on the “Luigi Vanvitelli” University of Campania website at: [http://www.unina2.it/index.php/international/docenti-e-ricercatori](http://www.unina2.it/index.php/international/docenti-e-ricercatori)

**Art. 14 - Data protection**
Any information regarding personal data protection falls under Article 13 of Regulation 2016/679 of the European Parliament and of the Council, concerning the protection of individuals with regard to the processing of personal data, as well as the free movement of such data. According to current
legislation, the "Luigi Vanvitelli" University of Campania guarantees that the processing of personal data is carried out in compliance with the fundamental rights and freedoms, as well as the dignity of the interested party, with particular reference to confidentiality, personal identity and the right to the protection of personal data.