UNIVERSITÀ DEGLI STUDI MAGNA GRÆCIA DI CATANZARO

GUIDE TO FILLING IN THE ONLINE APPLICATION FOR PHD COURSES

LEGAL, ECONOMIC AND SOCIOLOGICAL AREA

A.Y. 2025/2026

Edited by the *Area Affari Generali*

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PAY ATTENTION!
A maximum total of 2 applications may be submitted by candidates for admission to the PhD courses organised by the University of Catanzaro for the academic year 2025/26

Go to the following link: https://unicz.esse3.cineca.it/Home.do

- - If you are already a registered user (even in the past): you already have the login credentials to access via the "Login" function
- - If you have forgotten your user name and/or password, follow the instructions in "Password recovery".
- - If you are not an already registered user: click on "Registration" and complete by entering your data
-
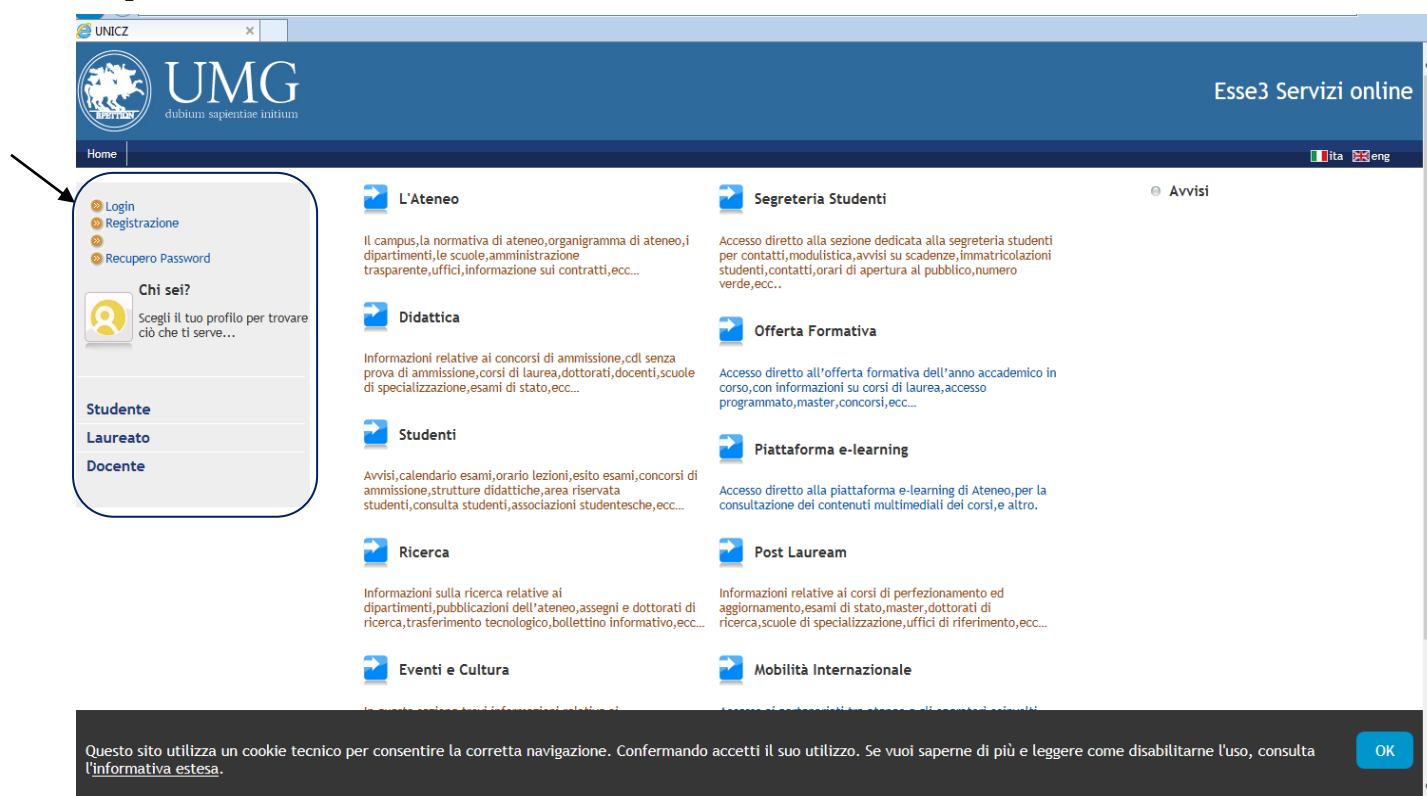
Once registration is complete, print out the reminder, containing your username and password, which will also be sent to you by email from "helpesse3@unicz.it" and "Proceed with authentication" OR log in to "Login", entering your username and password

Please note that the online application is divided into sections: In each section you can go forward or backward in the compilation until you are asked to confirm the data. After each

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confirmation of the data entered in order to make changes, you must exit the system by LOGOUT, re-enter by LOGIN by entering your credentials, select the competition, cancel the process and start again with the compilation of the application for admission to the chosen PhD course.

N.B. at the end of the online application by clicking "COMPLETE COMPETITION ADMISSION" the application CAN NO LONGER BE MODIFIED and IT IS NO LONGER POSSIBLE TO CANCEL THE ENTIRE PROCESS.

FILLING IN THE APPLICATION FORM:

Once in the User Area, in the right-hand menu click on SEGRETERIA

Afterwards, in the menu on the left, click on TEST DI AMMISSIONE, and then at the bottom of the page, click on ISCRIZIONE AI CONCORSI

CHOOSE THE PHD COURSE

CHOOSE "**Post Riforma – Corso di Dottorato (D.M. 226/2021)**" to apply for PhD courses

Select the Competition you wish to enter from the Competition List and go 'next' (AVANTI)

Click "Conferma e prosegui" to confirm the your choice

In the section **PREFERENZE** choose the PhD Course

Preferenze

Esprimere le preferenze relative al concorso di ammissione scelto.

Scelta delle preferenze

Preferenza:* DR037 - ORDINE GIURIDICO ED ECONOMICO EUROPEO

Indietro | Avanti

N.B. for PhD candidates in:

- EUROPEAN LEGAL AND ECONOMIC ORDER;

- LAW AND ECONOMICS OF TRANSITIONS AND SUSTAINABLE DEVELOPMENT;

- LEGAL SYSTEMS AND THE SUPRANATIONAL DIMENSION;

- HEALTH, MEDICINE AND WELFARE IN THE DIGITAL SOCIETY;

under PREFERENCES FOR STUDY COURSE, in the drop-down menu, choose the CURRICULUM of the PhD course for which you intend to compete

IMPORTANT: Applicants may apply for 2 PhD courses but may choose, under penalty of exclusion, ONLY ONE CURRICULUM for each PhD course.

Preferenze percorso di studio

Scegliere il percorso di studio per ogni preferenza espressa.

DR037 - ORDINE GIURIDICO ED ECONOMICO EUROPEO

Percorso di studio:* -

Teoria e storia del diritto: socialità e sfera pubblica sovranazionale
Diritti e politiche sociali nell'Unione europea
Organizzazione delle imprese, mercati e istituzioni nell'Unione europea

Indietro | Avanti

Legenda
★ Dato obbligatorio

Continue filling in the required fields.

In CONFIRM COMPETITION REGISTRATION – CONFERMA ISCRIZIONE CONCORSO, if the data entered are correct, click on "Confirm and Continue – CONTINUA E PROSEGUI". Remember that "Study path preferences - Preferenze percorsi di studio" corresponds to the chosen curriculum.

Continue by entering in "TITOLI RICHIESTI" the data relating to the qualification held: If you are a graduate student of the University of Catanzaro the the qualification data are automatically loaded.

OTHERWISE, enter, FOR FILLING IN THE ONLINE APPLICATION, ONLY the data relating to the qualification that allows you to participate at the contest:: **or** **Laurea** vecchio ordinamento **or** **Laurea Specialistica** (biennio) **or** **Laurea Magistrale** (biennio), **o** Titolo straniero /FOREIGN QUALIFICATION.

If the qualification was obtained in a foreign University select Titolo straniero (foreign qualification)

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PLEASE NOTE if you have a Laurea Vecchio Ordinamento, select in the drop-down menu Codice Istat the degree course.

PLEASE NOTE if you have a Laurea Specialistica o Magistrale, select in the drop-down menu Classe, the class corresponding to your course of study..

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Esse3 Servizi online

Home

ANGELA CARTA

Area Riservata
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Offerta formativa
Dipartimenti/Scuole
Corsi di Laurea
Specialistica/Magistrale
Specialistica/Magistrale a

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TITOLO DI STUDIO LAUREA MAGISTRALE

Per proseguire nell'immatricolazione al corso di studio scelto è necessario inserire il titolo di studio. Questo modulo permette di inserire o modificare i dati relativi ad un titolo di studio Universitario.

┌─ Dati Titolo di studio Laurea Magistrale ─────────────────────
│ Situazione Titolo*   ● conseguito
│   ○ non ancora conseguito
│ Classe*   [LMG/01] - Classe delle lauree magistrali in giurisprudenza ▼
│ Data Conseguimento*   20/07/2012   (gg/MM/yyyy)
│ Anno accademico*   2011/2012   (es: 2001/2002)
│ Sessione   [   ]
│ Voto*   110/110   (es:98/110)
│ Lode   ☑
│ Giudizio   [----- ▼]
└───

Indietro Procedi

Legenda
* Dato obbligatorio
Check List

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In the Mask "GESTIONE TITOLI E DOCUMENTI PER LA VALUTAZIONE" to the request "VUOI ALLEGARE NUOVI DOCUMENTI"?

ANSWER **SÌ**

PLEASE NOTE: In the section "MANAGEMENT OF TITLES AND DOCUMENTS FOR EVALUATION", in the "TITLE" field, it is mandatory to enter a meaningful name for the document you intend to enter (e.g. curriculum_vitae; document_identity; interview_telematics); the name of the uploaded files must have a maximum length of 50 characters.

ATTENTION: If this is not the first online application for admission to a doctorate course that you have completed but you have already entered an online application for admission to another doctorate course in the present call, the TITLES AND DOCUMENTS FOR EVALUATION already entered will remain saved: make sure that the document (e.g. DRAFT_ORDIN) that you are entering corresponds to the doctorate course for which you are applying (e.g. doctorate course in LEGAL AND ECONOMIC EUROPEAN ORDER).

"Management of qualifications and evaluation documents". : in this section you must enter the attachments required by Article 4 of the call for applications.

Tipo titolo	Min	Max
Laureandi: Dich. Sost. Esami sost. e voti	0	1
Altri Titoli	0	20
Dichiarazione Sost. LM con esami e voti	0	1
Curriculum Vitae	1	1
Master, Assegni e Borse di Ricerca	0	20
Documento di Identità	1	1
Richiesta svolgimento colloquio in modalità telematica	0	1
Elenco Documentazione inserita	1	1
Progetto	1	1
Pubblicazioni inclusa tesi o abstract	0	30
Richiesta Riconoscimento Titolo Estero	0	20
Richiesta posti riservati Titolo Estero	1	1

Titoli dichiarati

Vuoi allegare altri documenti e/o titoli alla domanda di ammissione? (**RISPONDERE SI)**

◉ Sì

○ No

In the mask "**TIPOLOGIA**" select in the drop-down menu the Qualification/Document that you want to attach.

In the mask "**TITOLO**" (CAMPO OBBLIGATORIO – mandatory): **write the name of the Qualification/Document that you have selected in the drop-down menu "TIPOLOGIA" (**example in Tipologia you have selected PROGETTO in Titolo write PROGETTO**)**

ATTACH IN PDF Qualification/Document that you have selected (example PROGETTO matches the PhD program you are applying for)

P You can insert PDF documents that are no larger than 20MB each.

PLEASE NOTE The following titles are mandatory and must necessarily be

entered

Curriculum Vitae (**ALL CANDIDATES – USE FACSIMILE**)

Documento di Identità (**ALL CANDIDATES**)

Progetto (**ALL CANDIDATES**)

Elenco Documentazione inserita (**ALL CANDIDATES**)

Richiesta posti riservati Titolo Estero (**CANDIDATES COMPETING FOR RESERVED GRADUATES FROM FOREIGN UNIVERSITIES**) (**USE facsimile**)

Please Note if you don't attach the required Qualifications/Documents, the following message will appear from the system:: **È necessario inserire un numero corretto di titoli di valutazione per ogni tipo**

Once you have entered the titles you can delete them by clicking on the trash can icon. **Elimina**

The system will ask you to confirm the cancellation of the data**.**

to the request "VUOI ALLEGARE NUOVI DOCUMENTI"? If you have attached all your Qualifications/Documents answer NO and click on AVANTI

Will appear from the system "CONFERMA DICHIARAZIONE TITOLI E DOCUMENTI PER LA VALUTAZIONE

Check the information entered regarding the qualifications and documents entered for the evaluation

(EXAMPLE)

Tipologia	Titolo
Curriculum Vitae	Curriculum vitae
Documento di Identità	documento
Elenco Documentazione inserita	Elenco documentazione
Laureandi: Dich. Sost. Esami sost. e voti	Laureando dichiarazione
Progetto	Progetto
Richiesta posti riservati Titolo Estero	Richiesta posti riservati titolo estero

IMPORTANT: FILLING IN THE QUESTIONNAIRE IS MANDATORY FOR ALL, EVEN FOR THOSE WHISHING TO SUBMIT A SINGLE APPLICATION

IN THE MASK **ELENCO QUESTIONARI**, click ok "**Compila**"

If you submit only one application for admission to a PhD programme of this University, academic year 2024/2025, select the PhD programme you want to attend and always click on "Avanti", WITHOUT SELECTING OTHER PhD PROGRAMME.

The click CONFERMA and EXIT

In this case, in the press of the application will come out "Dichiara che l'ordine di priorità dei corsi di dottorato ai quali intende concorrere è il seguente" (I declare that the order of priority of the PhD programmes I want to attend is as follows):

1 - _____ "

If, on the other hand, you are submitting another application for admission to the University's second doctorate course, a.y. 2025/2026, please select the two courses according to the order of priority for which you intend to apply. N.B. THIS ORDER MUST BE IDENTICAL IN ALL 2 APPLICATIONS SUBMITTED.

PLEASE NOTE In the case in which the requests for participation were given a different order of priority, the order of priority expressed in the application for participation submitted first in chronological order shall be taken into account.

In this case, in the press of the application will come out "Dichiara che l'ordine di priorità dei corsi di dottorato ai quali intende concorrere è il seguente" (I declare that the order of priority of the PhD programmes I want to attend is as follows):

1 - _____ ”

2 - _____ ”

Example of filling out the Questionnaire in case of multiple applications for participation:

Click on the PhD Programme you choose as your first priority and click on "Avanti".

Then click on the PhD Programme you choose as your second priority and click on "Avanti"

At the end click on "Conferma" (to confirm the questionnaire) or "modifica" (to modify the questionnaire) and then click on "esci".

At this point the status of the questionnaire is green you can go ahead

Choosing "**COMPLETA AMMISSIONE AL CONCORSO"** means that the application **is NO LONGER EDITABLE and IT IS NO LONGER POSSIBLE CANCEL THE ENTIRE PROCESS**

After completing the online application click on "Stampa la domanda di ammissione" (Print the application) and print the invoice of the fee for the selection process participation of € 50 to be made by PagoPa not later than 21.07.2025

Go to "Menu" (at the top right), "Segreteria", "Pagamenti", on the left of the screen in blue will appear the invoice number: click on the invoice number and will appear two options to payment the fee for the selection process participation with PagoPA (home banking or print AVVISO PER PAGOPA)

Pay with PagoPA (online mode): allows you to choose between the payment instruments available: credit or debit card or prepaid card on the main circuits. Payment can be made with any credit card by selecting one of the banks that appear in the mask even if the credit card was issued by a bank other than those indicated.

If you have already uploaded online your application for admission to a competition and you want to register for another competition, click on **"Segreteria"**, **"Test di Ammissione"** and then on **"Procedi con l'ammissione".**

Please note that for any technical and/or operational problem you can send a ticket at the following link: http://www.asi.unicz.it/helpdesk/. The procedures for submitting the application and all the requirements are defined in Article 4 of the call for applications.