

PhD Programme in Computer Science

Guidelines and learning duties

How to acquire ETCS credits (aka CFU)

December 3, 2023

1 Introduction

At the end of every academic year, in September, there will be an official meeting 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 credits per year (60 “CFU” /year)

You have to acquire 16 ECTS credits for courses/classes (“crediti di didattica”) in the 1st and 2nd year and 8 ECTS credits for courses/classes in the 3rd year. Half of these yearly ECTS should be *within the PhD programme in Computer Science* and half should be within *the PhD school of the University of Verona*. The remaining credits (44 credits in the 1st and 2nd year, 52 credits in the 3rd year) are allocated to your research activities.

- *Teaching-class credits within the PhD Programme in CS*: are acquired by participating in courses and other activities organized by the PhD Programme in Computer Science or in external Winter and Summer School. For credit acquisition, the participation in Winter and Summer School organized by other institutions, 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”.
- *Teaching-class credits of the PhD school of the University of Verona*: are acquired by participating in interdisciplinary seminar and courses listed 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. 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 CFU. 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

In accordance to the Regulations of the PhD Programmes of University of Verona, students of the PhD in CS are strongly recommended to spend a research period of at least three months abroad. This should be typically arranged during the last two years in a research institution which can contribute to the PhD student's development of their 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

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.

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