

Last update: 07/11/25



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA

**PhD IN
VETERINARY SCIENCES**

Vademecum for PhD students in Veterinary Sciences



Intranet

<https://intranet.unibo.it/Ricerca/Pagine/Dottorandi.aspx>

AFORM - PhD Sector - Courses and Careers Office

aform.udottricerca@unibo.it

enrolments, suspensions, period abroad, final exam

Via Irnerio 49, Bologna
Please, book an appointment via e-mail

E-mail
aform.udottricerca@unibo.it

Telephone
+39 051 2094620
TELEPHONE HELP DESK OPENING HOURS
Tuesday: 9 am - 11:15 am
Thursday: 2:30 pm - 3:30 pm



VETERINARY SCIENCES

Where to find information

<https://phd.unibo.it/scienzeveterinarie/en>



PHD PROGRAMME
Veterinary Sciences

IT

EN

HOME PHD ▾ TEACHING ORGANIZATION ▾ STUDENTS FACILITIES CONTACTS



PhD < > ▶



Welcome and Presentation Meeting of 41st
Cycle PhD Students

Maria Alessia Galliera; Prof. Andrea Balboni; Dott.ssa Elisa Bergami



Where to find information

**Supervisor
Co-supervisor/s** } at least one must be a member of the Board

dimevet.dottorato@unibo.it

Carolina Castagnetti – Coordinator

Monica Caffara – Vice coordinator

Elisa Bergami – Teaching Services

Sabrina Tropea – Teaching Services



The following must always be included in emails:

CYCLE & TYPE OF POSITION

+

SUPERVISOR AND CO-SUPERVISORS IN CC



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA

PhD student representatives

Where to find information

PhD Board



Federica Sportelli

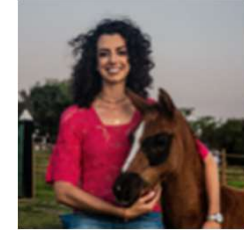


Chiara Tugnoli

DIMEVET Board



Federica Sportelli



Fernanda Timbó D'El Rey Dantas

Academic Senate and Student Board



Giulia Salamanca



Alessandra Luccioli



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA

DIMEVET

<https://scienzemedicheveterinarie.unibo.it/en>

Before you begin



Health and safety

Health and Safety

Information on risks, proper conduct, and emergency management in the main study, work, and research areas of the Department and the University.

[Department Biosafety Manual](#).

No Smoking Policy

At the University of Bologna, smoking is prohibited in all indoor areas of the University.

The ban also applies to the use of electronic cigarettes (e-cigarettes) and heated tobacco products.

For university facilities located within hospital areas, the regulations issued by the respective healthcare authorities apply.

Contacts

Local Safety Officers – Department of Veterinary Medical Sciences (DIMEVET)

Dr. Laura Gallina



<https://liveunibo.sharepoint.com/sites/ManualediBiosicurezzaDIMEVET/SitePages/en/Home.aspx>

MODULE 3 HEALTH AND SAFETY AT WORK 4 hours



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA

SIER Form - Individual Risk Exposure Form

WHAT IS IT?

It is a **MANDATORY** FORM relating to exposure to risks associated with work.

WHEN IT MUST BE COMPLETED

Within the first week of November.

You will receive an email from the address dipscmedvet.sicurezza@unibo.it where you are reminded to fill it out.

HOW TO FILL IT OUT

The form must be completed in all its parts at the following link <https://fol.unibo.it/sier-esposizione-rischio> by logging in with your institutional credentials.

It must be filled in correctly in all its parts, so PAY ATTENTION!

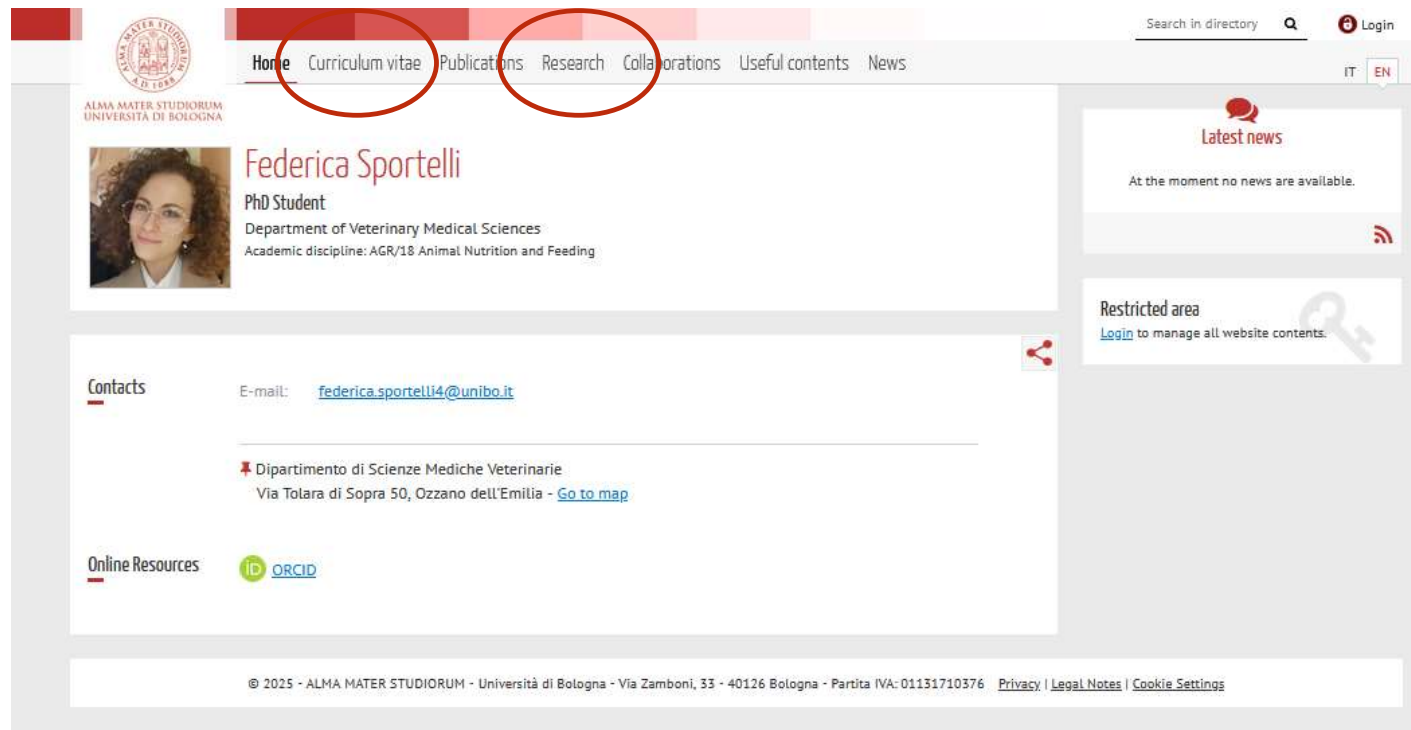
IN CASE OF NEED

Contact your local safety officer, Dr. Laura Gallina at dipscmedvet.sicurezza@unibo.it



Before you begin

BY NOVEMBER 30th



PHOTO, CURRICULUM VITAE (UPDATED ANNUALLY PRIOR TO THE REPORT), RESEARCH TOPICS



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA

Dottorandi

IT
EN



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA

PhD Career

This service allows you to interact online with the offices of the **University of Bologna**. To get started, please log in with your institutional credentials from the University of Bologna.

Coordinators and supervisors should access the link: dottorati.unibo.it

Enter

To receive support in using PhD Career, please contact: PhD Unit
Email: aform.udottricerca@unibo.it - Tel: +39 051.20.94620
Wednesday 9.00 - 11.15 a.m.
Thursday 2.30 - 3.30 p.m.

To receive support in login PhD Career with name.surname@unibo.it credentials, please contact: CESIA - Contact Center
Email: assistenza.cesia@unibo.it - Tel: +39 051.20.80300
Monday - Friday 9.00 - 13.00, 14.00 - 17.00



Team «Dottorato in Scienze Veterinarie»

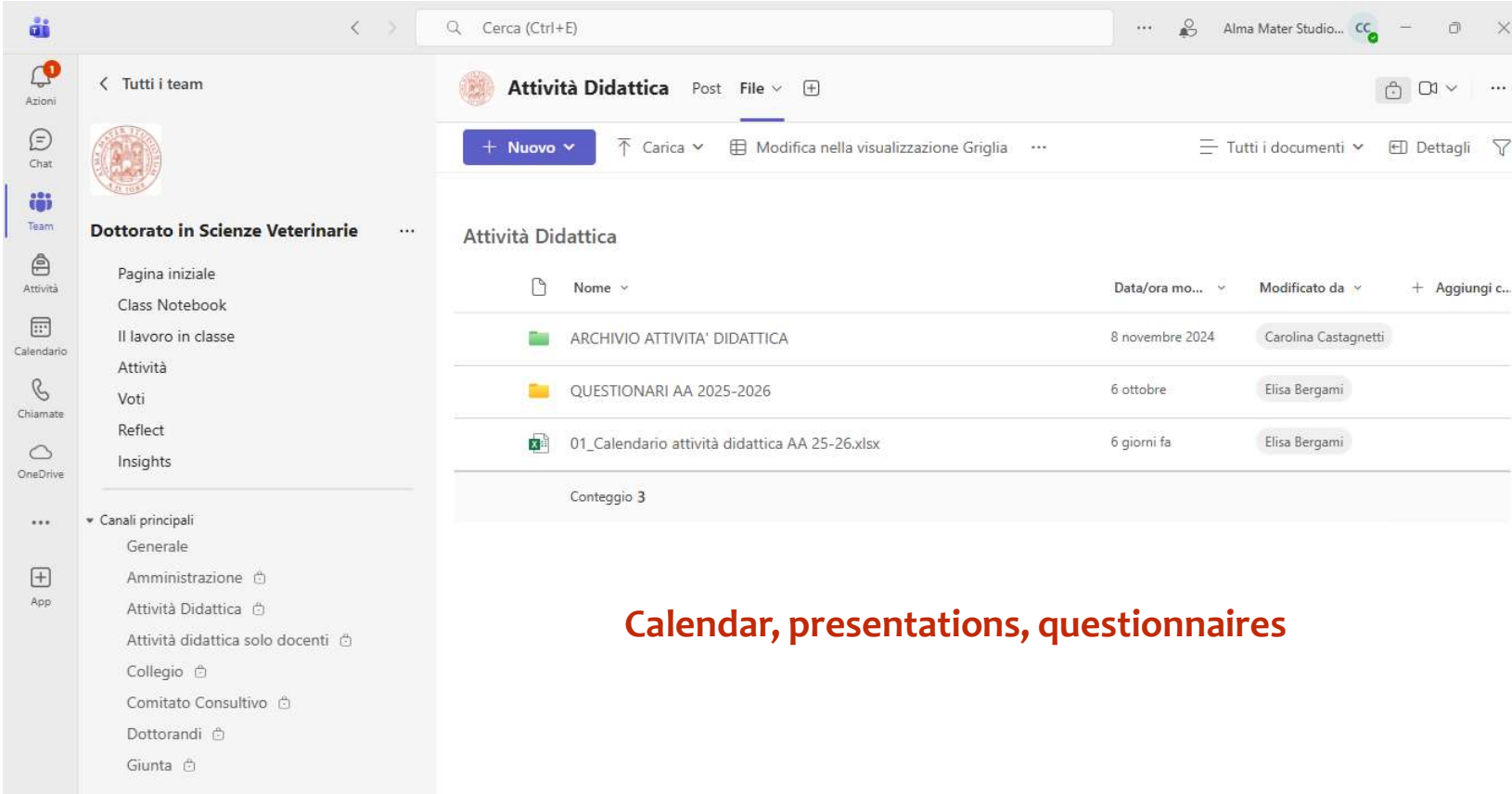
Channel «Generale»

Documenti > General

Nome	Data/ora mo...	Modificato da
MODULI E FORMAT PER DOTTORANDI	17 ottobre 2023	Carolina Castagnetti
Applicativo_Guida operativa Dottorandi 20...	26 febbraio	Carolina Castagnetti
Applicativo_Operating Manual Dottorandi_...	26 febbraio	Carolina Castagnetti
ATTIVITÀ CLINICO-ASSISTENZIALE_2526.pdf	3 giorni fa	Carolina Castagnetti
CD_ScienzeVeterinarie2526.pdf	3 giorni fa	Carolina Castagnetti



Channel «Attività Didattica»: «Training Activities»



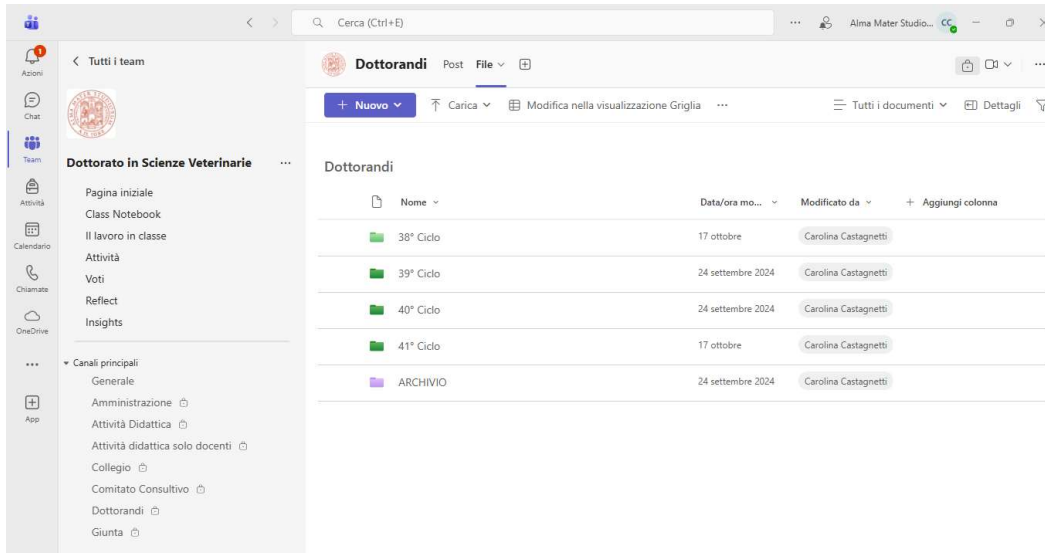
The screenshot shows the Microsoft Teams interface for the 'Dottorato in Scienze Veterinarie' team. The left sidebar contains navigation options: Azioni, Chat, Team, Attività, Calendario, Chiamate, and OneDrive. The main area displays the 'Attività Didattica' channel with a table of training activities.

Nome	Data/ora mo...	Modificato da	+ Aggiungi c...
ARCHIVIO ATTIVITA' DIDATTICA	8 novembre 2024	Carolina Castagnetti	
QUESTIONARI AA 2025-2026	6 ottobre	Elisa Bergami	
01_Calendario attività didattica AA 25-26.xlsx	6 giorni fa	Elisa Bergami	

Conteggio 3

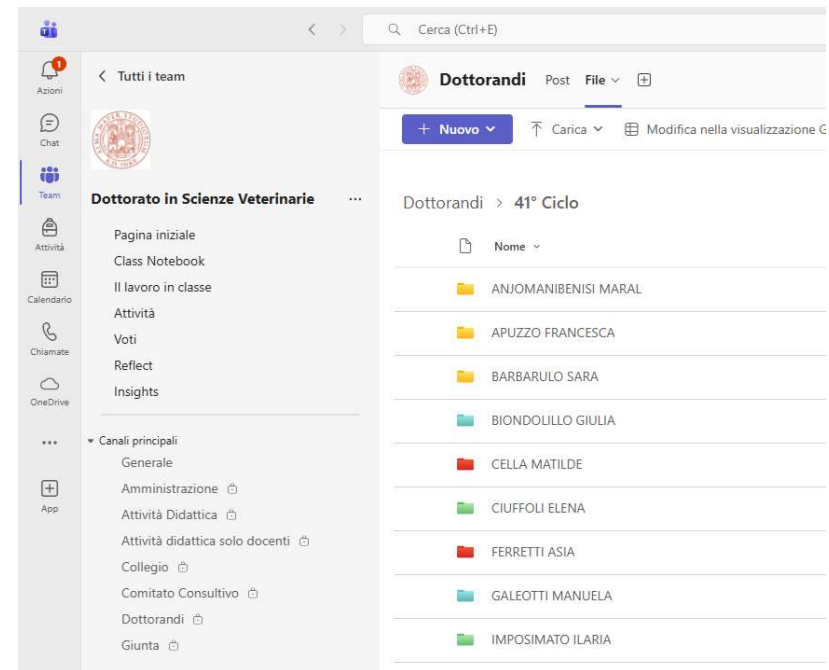
Calendar, presentations, questionnaires

Channel «Dottorandi»: «PhD students»



Use for:
Reports
Official documents
Company agreement
Papers
Activity planning

Each subfolder provides access only to:
 single PhD student
 Supervisor and Co-supervisors
 Coordinator and vice
 Teaching Office



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA

Doctoral Credits (DCs) for training and research activities from the 40th cycle

Doctoral Credits (DCs) measure the required **workload** of the PhD student in **Research and Training to research activities** for the attainment of the PhD degree.

Regarding training to research, the DC is equivalent to the European Credit Transfer System (ECTS) credit. The PhD student must acquire **60 DCs per year**, corresponding to **1,500 hours of activity**; **each DC is equivalent to 25 hours of the PhD student's commitment (including both lectures and independent study)**.

For the PhD program in Veterinary Sciences, the total of 180 CDs is divided between **70% in research activities and 30% in training and teaching activities (Table A)**.

The PhD credits obtained over the 3 years will be reported in the *Diploma Supplement*.

DOES NOT NEED TO BE REPORTED→

MUST BE REPORTED→

Table A – Distribution of CDs between research, training and teaching activities		
Type of activity	Total number of CDs	%
Research activities	126	70
Training and teaching activities	54	30
Total	180	100



Continue on Teams:

[DC_VeterinarySciences_2526.pdf](#)



To facilitate the planning and monitoring of activities, it is recommended to use:

[REPORTING_CREDITS.xlsx](#)

LOADING TRAINING AND TEACHING ACTIVITIES IN THE APPLICATION



[Applicativo Operating Manual Dottorandi ENG 2025.pdf](#)



Applications

There are no practices associated with your account at the moment



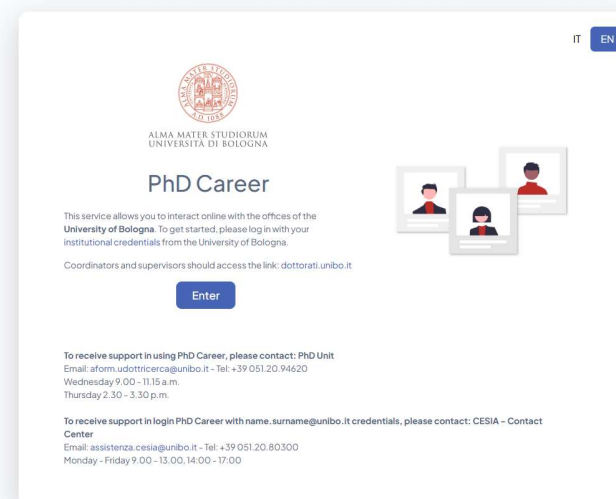
Portfolio / Career

Training task - Total provisional credits: 27.49999999999996 - Total awarded credits: 27.23

Add training task



Annual report



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA

Select carefully →

Important for definition of DCs →

Training activity

Type of training activity* :

☐ Disciplinary and multidisciplinary training ☐ Training related to soft skills ☐ Tutoring or supplementary teaching activity ☐ Extra-curricular training
☐ Dissemination

From* To*

Activity description

Not necessary field

English name of the training activity* :

Please note: it will be reported in the Diploma Supplement

Evaluation type* :

☐ Attendance ☐ Eligible ☐ Grade

Hours of lectures* : Requested doctoral credits* :

Notes* :

Fill in essential details that allow the Coordinator to understand the type of activity

Attachment* :

Attach a certificate for the completed training activity
(Attachment in PDF format and must not exceed 20 MB)



EXAMPLE

A single entry for the same task repeated multiple times



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA

DOTTORATI

Coordinatore: Collegio di dottorato di Scienze veterinarie

Attività formativa di

Stato pratica: Validata dal coordinatore

Indietro

Tipo attività

Formazione extra-curriculare

Inizio

15 / 09 / 2025

Fine

23 / 10 / 2025

Descrizione

Descrizione inglese

Final and annual scientific reports, AY 2024/2025 - PhD in veterinary sciences

Tipo valutazione

Solo partecipazione

Voto finale

Base voto

Lode

Numero ore

21

Crediti dottorali di cui si chiede il riconoscimento

1.4

Note del dottorando

15 sett: 1,5

16 sett: 2,5

Allegati

[.Relazioni file unito.pdf](#)

Multiple certifications combined in a single .pdf

From Table D, for this activity: 15h in the classroom = 1DC = 25h $25:15 = 1.4$ DCs



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA

COURSES OF THE PHD PROGRAM

Eligibility certification sent by dimevet.dottorato@unibo.it

Copy the exact title

OTHER COURSES/SEMINARS

Certificate of attendance/eligibility required to the teacher

CONGRESS

U-Web application screenshot with mission days

PAID TUTORING

Contract

THESIS CORRELATION

Title page of the degree thesis

OTHER TEACHING ACTIVITY

Declaration (email is also fine) of the teacher in charge, with exact indication of the hours

CLINICAL/SERVICE ACTIVITY, JOURNAL CLUB

Declaration (email is also fine) of the teacher in charge, with the exact indication of the hours



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA

REPORTING OF TRAINING AND TEACHING ACTIVITIES (no research)



39TH CYCLE

NO CONVERSION INTO DOCTORAL CREDITS (DCs)

LOADED IN THE APPLICATION & APPROVED BY THE SUPERVISOR BY 15/09/26

40th AND 41st CYCLE

CONVERSION INTO DOCTORAL CREDITS (DCs)

LOADED IN THE APPLICATION & APPROVED BY THE SUPERVISOR BY SEPTEMBER 30th



Annual report and admission to the next year

Upload to the application and enter it in the Teams personal folder
every year by September 30th

15-minute presentation on the scientific report
between October 1st and 20th

EXACT DATES COMMUNICATED AT THE END OF JULY
TOGETHER WITH THE FORMAT



Final report and admission to the final exam

Upload to the application and insertion in the Teams personal folder
by September 15th

30-minute presentation on the scientific report
between September 15th and 30th

EXACT DATES COMMUNICATED AT THE END OF JULY
TOGETHER WITH THE FORMAT



Short trips in Italy or abroad (conferences, sample collection, etc.)

For insurance reasons, it is necessary to request the authorization of the PhD Board and the DIMEVET Director for any type of trip outside Unibo, even for a single day and even if there is no reimbursement of expenses.

First of all, at least 10 working days before the trip, the PhD student must fill in this Forms form to request the authorization of the Board: <https://forms.office.com/e/ySBe8BBH1g>

Exceptionally, if it is not possible to meet the deadlines required for research/service needs, report the urgency by personal email to the Coordinator.

Once the response has been received from the Coordinator, the PhD student must also fill in the request on *U-Web Missioni* (<https://unibo.u-web.cineca.it/appautmis/listautmis/3840277>) by entering the sentence in the Notes field: "Authorized by the Coordinator of the PhD Course in Veterinary Sciences on [indicate the date of the Coordinator's response to the Forms form]."

If a reimbursement of expenses is expected, it is necessary to indicate the owner and the exact name of the funds (acronym), to be requested in advance in the administration at benedetta.dagostino@unibo.it and monica.mengoli@unibo.it (always putting your Supervisor in cc).

At the end of the trip, to obtain reimbursement of expenses, it will be necessary to upload pdf scans of all documents (tax receipts, tax receipts, certificate of participation, etc.) to *U-Web Missioni*.

Please note that it is not possible to refund membership fees.



Mandatory period abroad

<https://intranet.unibo.it/Ricerca/Pagine/DottorandiAdempimentiSoggiornoEstero.aspx>

- At least 4 months over the 3 years (6 months for some types of positions, e.g. PNRR)
- Increase of 50% of the scholarship for a maximum of 12 months (it cannot be used for stays of less than one continuous month, nor in the country of residence)

BEFORE LEAVING

- Place the facility's acceptance letter in your Teams personal folder
- Send request email to: dimevet.dottorato@unibo.it by entering Supervisor and Co-supervisors in cc
- Any urgent approval of the Coordinator to be ratified at the first useful Board meeting (the exact date will be communicated)
- Once the approval has been received, fill in the request in the *U-Web Missioni* application (Forms module is not required)

ON THE WAY BACK

Insert a short report signed by the Local Contact person (return letter) in the Teams personal folder



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA

Research periods in Italian structures outside Unibo

From the 40th, at least 2 months over the 3-year period are mandatory

- They can be carried out abroad, adding them to the mandatory 4 months
- Several short periods can be added together
- No increase of the scholarship

6 months in the company for certain types of positions (PNRR)

PROCEDURE:

1. Place the facility's acceptance letter in your Teams personal folder
2. Send request email to: dimevet.dottorato@unibo.it Supervisor and Co-supervisors in cc
3. Any urgent approval of the Coordinator to be ratified at the first useful Board meeting (the exact date will be communicated)
4. Once the approval has been received, fill in the mission in the U-Web application (the Forms module is not necessary)



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA

CONSULTATION OF PHD STUDENTS

Satisfaction survey of the host structure external to Unibo

Modulo valutazione periodo presso struttura esterna ad Unibo (in Italia o all'estero)

Dal 40° ciclo, durante i 3 anni di corso, il dottorando in Scienze Veterinarie deve trascorrere almeno 4 mesi all'estero e almeno 2 presso una struttura esterna ad Unibo (italiana o estera). La tua valutazione sarà d'aiuto ad altri dottorandi per la scelta della struttura ospitante più idonea al loro percorso.



Link in the channel «Generale – Moduli e Format»:
<https://forms.office.com/e/u9sMsN1Qx2>



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA

CONSULTATION OF PHD STUDENTS

Survey for each training activity of the program

IMPORTANT

Annual Unibo mandatory survey (OPID)



SA 21.05.2024
QUESTIONARIO RELATIVO ALLA
SODDISFAZIONE DELLE DOTTORANDE E
DEI DOTTORANDI DI RICERCA
(all. n. 1; pagg 9; parte integrante)

QUESTIONARIO RELATIVO ALLA SODDISFAZIONE DELLE DOTTORANDE E DEI DOTTORANDI DI RICERCA

Per il 1° e il 2° anno, l'indagine può essere svolta contestualmente al passaggio d'anno. Per il 3° anno, l'indagine s'intende svolta al momento dell'ammissione all'esame finale. Per i Dottorati quadriennali, l'indagine è svolta in modo analogo (ogni anno per 4 anni).

Annual «local» survey



Annual in-person internal consultation per cycle (October)

Possible private interview with Coordinator (always available)

Survey at the end of the course of study +
Survey on employment status



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA

PNRR PHD STUDENTS ONLY

BY THE 5TH OF EACH MONTH

FOR THE MONTHLY REPORT YOU HAVE TO SEND TO THE COORDINATOR THE FOLLOWING INFORMATION:

ANY PERIOD ABROAD (EXACT DATES)

ANY PERIOD IN THE COMPANY (EXACT DATES)

40°/2024	CUP J33C24001480009 INNOVATIVI 630
	LAMANNA (DC, Nowtech Solutions)
	MARTELLA (MD, IZS)
	TUGNOLI (GS, AUSL)
	ZANATO (AS, Stagionello Service)

39°/2023	CUP J33C23001430009 INNOVATIVI DM117	CUP J33C23002300002 PA DM118	CUP J33C23002310002 GENERICI DM118
	NICCOLÒ IAN VANNETTI (DV, Greenvet)	GIACOMO DEPAU (GP)	ANGELITA CAPONE (EI)
	ROBERTO TOMASONI (CL, Vetspin)		LAURA TOVAR (DB)
			SILVIA NATALE (AB)



Auto di servizio e auto propria: istruzioni di utilizzo

USE OF DIMEVET CARS



Veterinaria - Amministrazione DIMEVET

A Veterinaria - Plesso (lista non certificata)

In caso di problemi di visualizzazione del messaggio, fare clic qui per visualizzarlo in un Web browser.

Gentilissime/i,
in seguito a chiarimenti dagli uffici centrali su alcuni casi,
riassumiamo alcune istruzioni sull'utilizzo delle auto,
per spostamenti nell'ambito della propria attività in Dipartimento, fuori dai personali spostamenti casa-lavoro-casa.

AUTO DI SERVIZIO del Dipartimento

L'utilizzo delle auto di servizio può essere richiesta da:

- Personale dipendente dell'Ateneo: docenti, ricercatori, TA;
- Docenti, per l'utilizzo da parte di assegnisti e dottorandi di cui sono tutor (indicando nella richiesta in nota chi sarà il conducente);

Non è prevista la possibilità di utilizzo da parte di altre figure.

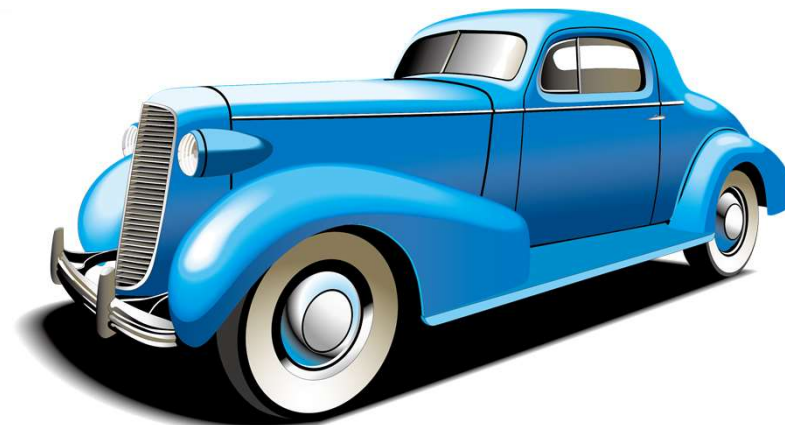
Le auto di servizio sono considerate "auto aziendali", ci è stato confermato che tale caratteristica non è compatibile con il trasporto di studenti per visite didattiche o altro.
Se necessario, per queste esigenze si deve ricorrere a un mezzo dedicato (es. noleggio pullman).

AUTO PROPRIA:

- ~ E' considerato "mezzo straordinario", utilizzabile solo quando ne ricorra l'effettiva necessità, nei casi tassativamente indicati dal Regolamento di Ateneo:
 - a) sciopero dei mezzi ordinari;
 - b) il luogo della missione o trasferta non è servito da mezzi ordinari di linea;
 - c) la convenienza economica per l'Università di Bologna dimostrata producendo, a cura dell'interessato, una tabella comparativa considerando tutte le spese dalla quale emerga con chiarezza l'economicità dell'uso di tale mezzo;
 - d) l'esistenza di una particolare esigenza di servizio o la necessità di raggiungere rapidamente il luogo o di rientrare al più presto in sede per motivi istituzionali;
 - e) il trasporto di materiali e/o strumenti delicati o ingombranti indispensabili per espletare l'attività oggetto della missione o della trasferta;
 - f) incompatibilità di orario dei mezzi ordinari con le esigenze dell'attività da espletare fuori sede.
- ~ È sempre obbligatoria autorizzazione preventiva da parte del Direttore, deve quindi essere segnalata la necessità di tale mezzo nella richiesta di missioni-trasferte-mobilità intraAteneo
- ~ L'autorizzazione può essere chiesta per spostamenti tra Comuni diversi, con alcune differenze tra le varie figure:
 - o personale dipendente: per mobilità intraAteneo è possibile chiedere autorizzazione e rimborso chilometrico anche per spostamenti tra Comuni della stessa Provincia
 - o docente e ricercatore: per missione è possibile chiedere autorizzazione e rimborso chilometrico per spostamenti tra Comuni sia fuori che dentro la Provincia
 - o personale TA: per missione è possibile chiedere autorizzazione solo tra Comuni di diversa Provincia, con rimborso pari al costo del biglietto del mezzo pubblico per stessa tratta
 - o personale non strutturato (assegnisti, dottorandi, specializzandi, borsisti per formazione giovani laureati e per attività di ricerca, lavoratori autonomi): possibile il rimborso chilometrico
- ~ Dal punto di vista assicurativo:
 - o Personale dipendente: l'autorizzazione preventiva permette di attivare specifica assicurazione di Ateneo kasko e infortunio conducente
 - o Personale non strutturato: è richiesta dichiarazione di esserne autonomamente in possesso, perché al momento non è prevista attivazione delle assicurazioni di Ateneo di cui sopra
 - o Passeggeri: in tutti i casi, per gli eventuali passeggeri si deve fare riferimento all'assicurazione RCA personale sull'auto.

Restano valide tutte le regole e istruzioni di Ateneo in merito a missioni, trasferte, mobilità intra-Ateneo e visite didattiche extrauniversitarie.

Elisa Sarti 24/02/2025



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA

USE OF «BUDGET 10%»

<https://intranet.unibo.it/Ricerca/Pagine/DottorandiBudget10PerCento.aspx>

€ 1,624.3/year 39° cycle

€ 1,780/year from 40° cycle

CONGRESSES, MISSIONS, LANGUAGE COURSE, PUBLICATION FEES, CONSUMABLES, KITS

Send request mail to

dimevet.dottorato@unibo.it

By cc: Supervisor and Co-supervisors

monica.mengoli@unibo.it

benedetta.dagostino@unibo.it

technical contact person for any RDA (attach the 2 estimates)



It can be used until the final exam



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA

Authorization to carry out compatible PAID activities

<https://dottorandi.unibo.it/>

The screenshot displays the 'DOTTORANDI' portal for Chiara Tugnoli. The header includes the Alma Mater Studiorum University of Bologna logo and the title 'DOTTORANDI'. The user's name 'Hello Chiara Tugnoli' is shown, along with their tutor 'Giuseppe Sarli' and co-tutor 'Luciana Mandrioli'. A 'Last applications' section indicates no current practices. Below is a grid of four activity options, each with an icon and a '+' button: 'Career extension' (star icon), 'Compatible activities' (two people icon), 'Suspension request' (balloons icon), and 'Withdrawal' (X icon). All options are marked 'Work in progress'. An inset on the left shows the 'PhD Career' login page with contact information for the PhD Unit and CESIA.

PhD Career

This service allows you to interact online with the offices of the University of Bologna. To get started, please log in with your institutional credentials from the University of Bologna.

Coordinators and supervisors should access the link: dottorandi.unibo.it

Enter

To receive support in using PhD Career, please contact: PhD Unit
Email: afom.udottricerca@unibo.it - Tel: +39 051.20.94620
Wednesday 9.00 - 11.15 a.m.
Thursday 2.30 - 3.30 p.m.

To receive support in login PhD Career with name.surname@unibo.it credentials, please contact: CESIA - Contact Center
Email: assistenza.cesia@unibo.it - Tel: +39 051.20.80300
Monday - Friday 9.00 - 13.00, 14.00 - 17.00

HELLO CHIARA TUGNOLI

Tutor: Giuseppe Sarli
Co-Tutor: Luciana Mandrioli

Last applications

There are no practices associated with your account at the moment

Career extension
Work in progress

Compatible activities
Compatible activities

Suspension request
Work in progress

Withdrawal
Work in progress

If necessary, to be renewed
before the start of each Academic Year (October)

Authorization to carry out compatible NOT PAID activities

Specialization school

Master

Residency (see below)

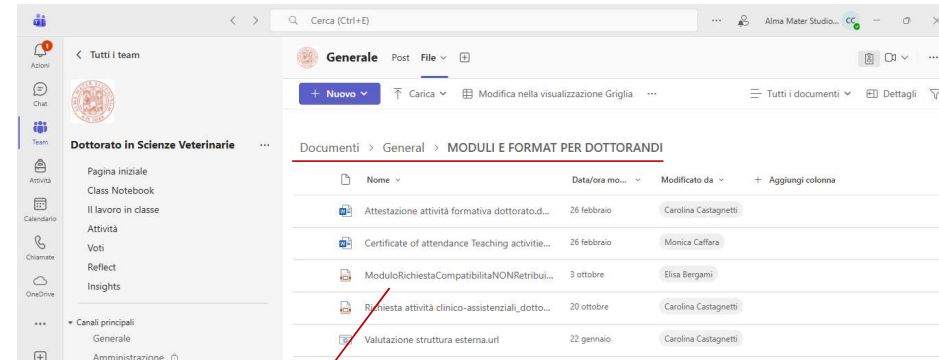
Teaching activity (max 40h/year)

Other

1. Place the completed and signed Form in your Teams personal folder
2. Send request mail to: dimevet.dottorato@unibo.it
Supervisor and Co-supervisors in cc

Any urgent approval to be ratified at the first useful Board meeting

If necessary, to be renewed before the start of each Academic Year (October)



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA

DIPARTIMENTO
DI SCIENZE MEDICHE
VETERINARIE

Alla c.a. Collegio dei docenti
del Corso di dottorato in Scienze Veterinarie

OGGETTO: Richiesta di autorizzazione allo svolgimento di attività compatibili con il dottorato di ricerca ai sensi dell'art. 16 del Regolamento in materia di corsi di dottorato emanato con D.R. n. 1468 del 05/12/2016

Il/La sottoscritt/a

Cognome e Nome: _____

Luogo e data di nascita: _____

Indirizzo di residenza: _____

Corso di dottorato in Scienze Veterinarie

Ciclo: _____

Matricola: _____ N. Cellulare: _____ E-mail (privata): _____

CHIEDE

che, ai sensi dell'art. 16 del Regolamento in materia di corsi di dottorato, emanato con D.R. n. 1468 del 05/12/2016 (<http://www.normateneo.unibo.it/regolamento-in-materia-di-corsi-di-dottorato>), il Collegio dei docenti del Corso di dottorato in Scienze Veterinarie riconosca la compatibilità tra la frequenza al corso di dottorato e la seguente attività svolta dal richiedente:

☐ Attività di didattica integrativa non contemplata nel percorso formativo

☐ Iscrizione a Master

☐ Iscrizione a Scuola di Specializzazione

☐ Residency

☐ Altro

Descrizione dell'attività: _____

Soggetto presso il quale è svolta l'attività: _____

Oggetto dell'attività: _____

Luogo presso cui si svolge l'attività (indicare la città): _____

Periodo dal _____ al _____ ☐ a tempo indeterminato

Impegno ☐ settimanale ☐ mensile ☐ annuale

Stimato in ore n. _____

Data _____

Firma dottorando _____

Firma Supervisore _____



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA

Attendance of College Residency during the PhD

In addition to the request form of the previous slide
the PhD Student Supervisor must send an email to dimevet.dottorato@unibo.it

- request the compatibility of the activity
- detail the activities planned for the specific Residency program
 - report the following information:

PhD student surname and name	Cycle	Supervisor	College (acronym and full form)	Residency starting date	Residency estimated ending date	Residency supervisor

It should be emphasized that compatibility cannot be taken for granted (especially in the clinical area)

Periods that do not coincide perfectly are viewed more favorably

However, the Board will take into consideration the specific characteristics of each College.



Clinical-care activity for PhD students in the clinical area

See document on Teams:

[ATTIVITÀ CLINICO-ASSISTENZIALE_2526.pdf](#)

Request form to be submitted before the start of the activity

(insurance for professional activities, with deduction from
the PhD student for adherence to the University policy)

DIFFERENCES BETWEEN CYCLES

CYCLE	Min n. papers*	Min n. months abroad	Min n. months extra-unibo	Language presentation annual/final reports	Thesis language	Language final exam	Mandatory training activities
39	2	4	-	English	Italian/English	Italian/English	≥50 h of lessons
40-41	3	4	2	English	English	Italian/English	≥18 CDs (including 5 of the PhD program)

*papers must be indexed (WOS/SCOPUS)
do not necessarily have to concern the PhD project
position among authors is not evaluated



ANNUAL CALENDAR

November 1st year:	presentation at DIMEVET training schedule (CD) populating personal website SIER card
July 1st, 2nd year:	possible programming of module 3 safety filling in the Unibo questionnaire
Within 30/9 1st, 2nd year:	annual report personal website update
October 1st, 2nd year:	annual presentation next AA compatibility requests filling in the internal questionnaire internal consultation
November 2nd, 3rd year:	training schedule (CD) personal website update
Within 15/9 3rd year:	final report personal website update
September 3rd year:	final presentation
October 3rd year:	thesis upload filling in the internal questionnaire internal consultation





ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA

**PhD IN
VETERINARY SCIENCES**

Training activities



CORSO DI DOTTORATO
Scienze Veterinarie

HOME	DOTTORATO ▾	FORMAZIONE ▾	ORGANIZZAZIONE
------	-------------	--------------	----------------

Attività formative del
Corso di Dottorato in
Scienze Veterinarie

Attività formative di altri
Corsi di Dottorato

Piano per le competenze
trasversali dei dottorandi

Altre attività formative

MANDATORY TRAINING ACTIVITIES

39th cycle

at least 50 hours in total in the 3 years

40th and 41st cycle

see file Doctoral Credit Tables

≥18 DCs (including 5 of the PhD program)

Table B – Requirements for the distribution of DCs among training and teaching activities

Type of activity	Minimum amount of DCs	Maximum amount of DCs (optional)
Disciplinary and multidisciplinary training	10	-
Transversal training (soft skills)	4	-
Extra-curricular training	2	-
Dissemination	2	-
Teaching and Tutoring	0	-



DISCIPLINARY AND MULTIDISCIPLINARY TEACHING ACTIVITY OF THE PHD PROGRAM

[Calendario attività didattica AA 25-26.xlsx](#)

ONLY IN PERSON

01_Calendario attività didattica AA 25-26							
	A	B	C	D	E	F	G
	DATA	OR	AULA	CORSO	DOCENTE	ANNO DI FREQUENZA CONSIGLIATO	OBLIGATORIO S/N
1				IL SISTEMA GESTIONE QUALITÀ NELL'ATTIVITÀ DI RICERCA - THE QUALITY MANAGEMENT SYSTEM IN RESEARCH ACTIVITIES (8h - 1CD)			
2					Teresa Gazzotti	primo	S
3	25-nov-25	14-18	Lanfranchi				
4	2-dic-25	14-18					
5				ANTIMICROBICO RESISTENZA: MEDICINA UMANA E MEDICINA VETERINARIA A CONFRONTO - ANTIMICROBIAL RESISTANCE: COMPARING HUMAN AND VETERINARY MEDICINE (8h - 1CD)	Anna Zaghini	secondo	N
6	15-gen-26	9-13	Lanfranchi				
7	22-gen-26						
8				BIOINFORMATICA E STATISTICA - BIOINFORMATICS AND STATISTICS (16 h - 2CD)			
9	3-feb-26	14-16	LAB INF	Study Design		primo	
10	10-feb-26	14-18	DIAPASON	Laboratorio di statistica 1 – statistica descrittiva	Diego Bucci	secondo	S
11	16-feb-26	14-18	LAB INF	Laboratorio di statistica 2 – statistica inferenziale		secondo	
12	24-feb-26	14-18	LAB INF	Laboratorio di statistica 3 – chiquadro, correlazione e regressione		secondo	
13	3-mar-26	14-16	Falaschini	Scientific writing		primo	
14				BENESSERE ED ETICA ANIMALE - ANIMAL WELFARE AND ETHICS (8h - 1CD)			
15	2-apr-26			From medical ethics to the concept of bioethics and applied ethics - part 1	Luca Lorenzini	primo	S
16	9-apr-26	15-17	Gherardini	From medical ethics to the concept of bioethics and applied ethics - part 2			
17	16-apr-26			Principles for the preparation of a research project/dossier involving the use of animals			
18	23-apr-26			Classroom exercise for project evaluation			
19				RICERCA E INNOVAZIONE PER LO SVILUPPO DI NUOVE TERAPIE - RESEARCH AND INNOVATION FOR THE DEVELOPMENT OF NEW THERAPIES (8h - 1CD)			
20	14-mag-26	14-16	Lanfranchi	Modulo 1	Vito Antonio Baldassarro	primo	N
21	15-mag-26						
22	26-mag-26	14-16	Lanfranchi	Modulo 2	Luciana Giardino	secondo	
23	27-mag-26						
				PROGETTAZIONE COMPETITIVA E RICERCA FONDI - COMPETITIVE RESEARCH PROJECTS AND FUNDRAISING			

FINAL EVALUATION → ELIGIBILITY
dimevet.dottorato@unibo.it sends certification



There is no division into years to allow everyone to attend whenever possible

1 DC = 8 HOURS

RECOMMENDED FOR THE FIRST YEAR

HOURS	TITLE	TEACHER
8	The quality management system in research activities - MANDATORY	Prof.ssa Gazzotti
8	Animal welfare and ethics	Prof. Lorenzini
4	Research and innovation for the development of new therapies - Module 1	Dott. Baldassarro
2	Study design - MANDATORY	Prof. Bucci
2	Scientific writing - MANDATORY	Prof. Bucci



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA

RECOMMENDED FOR THE SECOND YEAR

HOURS	TITLE	TEACHER
4	Statistics Laboratory 1 – Descriptive Statistics- MANDATORY	Prof. Bucci
4	Statistics Laboratory 2 – inferential statistics - MANDATORY	Prof. Bucci
4	Statistics Laboratory 3 – Chiquadro, correlation and regression - MANDATORY	Prof. Bucci
8	Antimicrobial resistance: comparing human and veterinary medicine	Prof.ssa Zaghini
4	Research and innovation for the development of new therapies - Module 2	Prof.ssa Giardino
8	Competitive research project and fundraising	Prof. Bonaldo

RECOMMENDED FOR ANY YEAR

HOURS	TITLE	TEACHER
8	Validation of laboratory methods and application in experimental and/or clinical studies - MANDATORY	Prof. Dondi
8	Last updates in Veterinary Sciences (seminars that change every year)	Ref. Prof.ssa Giardino





Attività formative di altri Corsi di Dottorato

Attività formative multidisciplinari di altri Corsi di Dottorato



L'offerta formativa di altri Corsi di Dottorato è aperta anche ai dottorandi del Corso di Dottorato in Scienze Veterinarie, previa iscrizione alla lista dei partecipanti mettendosi direttamente in contatto con il docente di riferimento della singola attività formativa.

Si consiglia di consultare i siti dei seguenti Corsi di Dottorato perchè potrebbero offrire una didattica in linea con i tuoi progetti di ricerca:

- [Scienze Chirurgiche e Tecnologie Innovative](#)
- [Oncology, Hematology and Pathology](#)
- [Scienze biomediche Neuromotorie](#)

etc. etc.



Attendance of first or second cycle courses (L or LM)

PhD students, through the course coordinator/supervisor, contact the professor in charge of the L or LM course directly to verify the possibility of attending the course (taking the relevant exam).
Following acceptance by the professor in charge of the course, no further formalities will be necessary for enrolment.

At the end of the I, II or III cycle activity (of other courses), the professor in charge of the course will issue a "certificate" of attendance and passing of the training activity so that the document can be uploaded to the application for the recognition of doctoral credits.

Models in Italian and English (on Teams):

[Attestazione attività formativa dottorato.docx](#)

[Certificate of attendance Teaching activities.docx](#)



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA

<https://eventi.unibo.it/competenze-trasversali-dottorato>

Knowledge valorisation and technology transfer to create impact on society

Lavorare in un team di ricerca: l'importanza delle competenze comunicative, organizzative e personali

Open Science: principi e prassi di gestione dei dati di ricerca

PhD Information Literacy, Open Access & Copyright Workshop

CLA Academics

Iscrizioni, contatti e certificazioni - Registration, contacts and certificates

Transversal Skills Program for PhD Students

academic year 2024-2025

- Home
- Program structure/Struttura del piano
- Public Speaking for Scientific Research
- Artificial Intelligence Tools for Content Production in Academia
- Risorse e competenze per il mio futuro professionale
- Data visualization per la divulgazione
- La ricerca universitaria a confronto con le sfide globali
- Open Science: research data management principles and practices
- Public speaking per la ricerca
- PhD Information Literacy, Open Access & Copyright Workshop - english edition
- Public speaking



During the doctoral path, a PhD student learns how to perform original, innovative and independent research in a specific scientific domain, acquiring expertise and knowledge that allow him/her to become an international expert in his/her research topic.

However, by solving challenging problems with methodological rigour and creativity, the PhD student also acquires cross-cutting expertise and abilities that have a general value beyond a specific scientific field, such as thinking outside the box, analysing situations and finding solutions, working in a team, organizing time and tasks efficiently, using technology effectively, expressing ideas and results clearly and effectively, disseminating knowledge to both specialists and non-specialists, interacting with international and multidisciplinary contexts, navigating diverse cultural environments, and so on.

In our complex society, these transversal skills are greatly valued across different jobs and life situations, not only in academia, but also in companies and public administration, throughout the top-tier level of professions in both the private and the public sector.

In this perspective, the University of Bologna organizes a rich portfolio of initiatives to strengthen PhD students' transversal skills, believing that such abilities are crucial for their future.

Click on the tab "Program structure" to find out more!

Language courses

REGISTER ONLY IF ATTENDANCE IS SURE/CANCEL IN TIME!!



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA

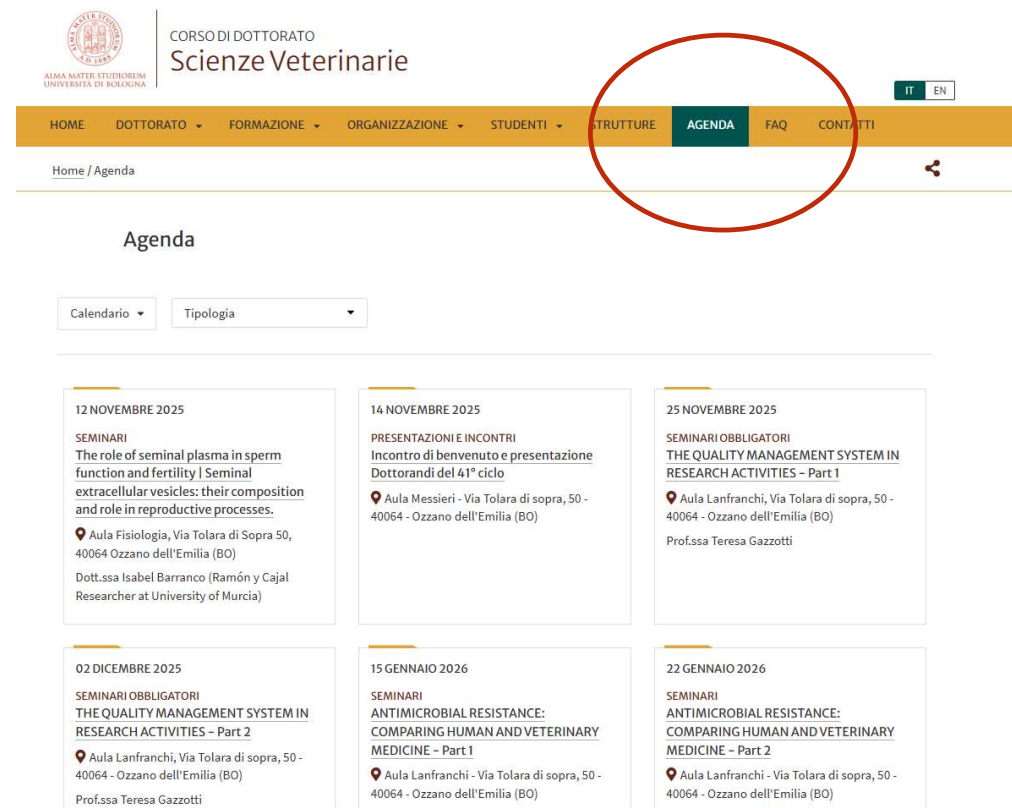
Home	 CLA Academics  CLA Academics modules are divided into two tracks that differ in objectives: 1. AcES - Academic English Skills Purpose: To develop written and spoken English communication skills in academic settings. The AcES one-term course helps students acquire an understanding of the principles and praxis of academic literacy and proficiency, thus improving students' skills about academic texts in English, from syntax to style, with an increasing focus on catering for the particular needs of the group attending each course. Learning objectives: To improve targeted English language skills for research. AcES participants, whose main language is not English, will practice extensive academic writing and speaking, complemented by listening and reading activities. They will work in a controlled and protected environment under the language teacher's guidance to improve their performance in the national and international academic milieu. Course requirements: Minimum entry level Upper Intermediate B1++ verified through the mandatory, online entrance test. Completion of 70 percent of the activities is required: classroom attendance, assignments, work on the CLA platform, which will be monitored and verified by the teacher, in order to obtain an open badge. Course activities: The course involves the production of written papers and oral presentations, and the completion of selected modules from the Epigeum interactive course. Duration: 50 hours. The AcES one-term course is divided into 24+2 hours class sessions (synchronous online learning mode), and 24 hours on the CLA -Centro Linguistico di Ateneo- dedicated Moodle platform. Delivery mode: Online Language of delivery: English Available places: No more than 17 students per class. Sessions - 8 lessons per session, once a week. Doctoral credits: 4 doctoral credits. N.B. PhD students enrolled in their first year are warmly invited to enroll in the second period classes. For more information about Online entry test and registrations: Website: https://centri.unibo.it/cla/en/courses/cla-academics Contact: cla.bo-academics@unibo.it Please note: participation is reserved only to PhD students authorized by their Unibo department. 2. LEA - Language Empowerment for Academics Learning objectives: to improve communication skills and fluency within the participant's specific academic areas (comfort zone), and to acquire skills outside of them (colloquial language), in order to achieve a more confident and complete mastery of English at an advanced level and to acquire and expand knowledge of English, of academic and
Attività formative - Learning activities	
Open Science: principi e prassi di gestione dei dati di ricerca	
Data visualization per la divulgazione	
La ricerca universitaria a confronto con le sfide globali	
Open Science: research data management principles and practices	
PhD Information Literacy, Open Access & Copyright Workshop	
PhD Information Literacy, Open Access & Copyright Workshop - english edition	
Knowledge valorisation and technology transfer to create impact on society	
Risorse e competenze per il mio futuro professionale	
Lavorare in un team di ricerca: l'importanza delle competenze comunicative, organizzative e personali	
CLA Academics	
Iscrizioni, contatti e certificazioni - Registration, contacts and certificates	



OTHER TRAINING ACTIVITIES

OTHER EVENTS AND SEMINARS ORGANIZED BY DIMEVET/UNIBO

Communications by email



CORSO DI DOTTORATO Scienze Veterinarie

HOME DOTTORATO FORMAZIONE ORGANIZZAZIONE STUDENTI STRUTTURE **AGENDA** FAQ CONTATTI

Home / Agenda

Agenda

Calendario Tipologia

12 NOVEMBRE 2025 SEMINARI <u>The role of seminal plasma in sperm function and fertility Seminal extracellular vesicles: their composition and role in reproductive processes.</u> Aula Fisiologia, Via Tolara di Sopra 50, 40064 Ozzano dell'Emilia (BO) Dott.ssa Isabel Barranco (Ramón y Cajal Researcher at University of Murcia)	14 NOVEMBRE 2025 PRESENTAZIONI E INCONTRI <u>Incontro di benvenuto e presentazione Dottorandi del 41° ciclo</u> Aula Messieri - Via Tolara di sopra, 50 - 40064 - Ozzano dell'Emilia (BO)	25 NOVEMBRE 2025 SEMINARI OBBLIGATORI <u>THE QUALITY MANAGEMENT SYSTEM IN RESEARCH ACTIVITIES - Part 1</u> Aula Lanfranchi, Via Tolara di sopra, 50 - 40064 - Ozzano dell'Emilia (BO) Prof.ssa Teresa Gazzotti
02 DICEMBRE 2025 SEMINARI OBBLIGATORI <u>THE QUALITY MANAGEMENT SYSTEM IN RESEARCH ACTIVITIES - Part 2</u> Aula Lanfranchi, Via Tolara di sopra, 50 - 40064 - Ozzano dell'Emilia (BO) Prof.ssa Teresa Gazzotti	15 GENNAIO 2026 SEMINARI <u>ANTIMICROBIAL RESISTANCE: COMPARING HUMAN AND VETERINARY MEDICINE - Part 1</u> Aula Lanfranchi - Via Tolara di sopra, 50 - 40064 - Ozzano dell'Emilia (BO)	22 GENNAIO 2026 SEMINARI <u>ANTIMICROBIAL RESISTANCE: COMPARING HUMAN AND VETERINARY MEDICINE - Part 2</u> Aula Lanfranchi - Via Tolara di sopra, 50 - 40064 - Ozzano dell'Emilia (BO)

