

CALENDAR OF FINAL DEFENCE AND PHD DEGREE – STUDENTS ENROLLED AT THE XXXVI CYCLE

* The deadlines and terms in this table must ALWAYS refer to the completion of the 36 months of the PhD Programme: the calendar must therefore be recalculated starting from the actual date of completion of the PhD Programme (final term)	
What to do	Timeframe
PhD students hand-over the final PhD report to the respective Board of Professors, according to the modalities defined by the respective Board of Professors of the PhD Programmes, as well as pursuant to Article 5, paragraph 6 letter e) of the PhD Regulations	Within the Final Term of the PhD Programme
Online filling-in (on Esse3 student's profile) of the "final examination admission form", and payment in Esse3 of the virtual stamp duty of € 16.00 - to be uploaded from 10 November 2023.	Within 10 days following the positive evaluation of admissibility received by the PhD Board of Professors
Conveyance of PhD dissertations to the independent assessors, pursuant to the instructions envisaged by the respective Board of Professors, following the approval of PhD students' final reports. <i>Please remember that the independent assessors are identified by the Board of Professors as per Article 5, para. 6 letter M) of the PhD Regulations.</i>	Within 10 days following the positive evaluation of admissibility received by the PhD Board of Professors
The independent assessors complete the respective evaluations in the form of an analytical report to be sent in written form (signed / dated and in pdf) to the referees appointed by each PhD Board of Professors, to be further distributed to each PhD student.	The independent assessors give an analytic written judgement within 30 days of receiving the dissertation, suggesting either assent to public defence or deferral of the defence of the dissertation for a period of not more than six months
Online filling-in (on Esse3 student's profile) of the FINAL dissertations, ONLY IN CASE THAT the independent assessors issue a positive evaluation (when no further deferment time period has been assigned).	From the date of receipt of the positive reports of the two independent assessors, and following the definition of the date of the final exam and the appointment of the PhD Board of Examiners, the PhD student will upload the DEFINITIVE text of the dissertation on his/her online profile of Esse3
Dissertation defense in a public Final Exam and awarding of the PhD academic Degree for those PhD students <i>who have and have NOT received a deferment period</i> by the independent assessors. The Defense of the final exam is determined pursuant to art. 18 of UNIBS PhD Rules and Regulations	The PhD Board of Examiners sets the date of the PhD Final Exam within 45 days of the appointment notice. This latter must be completed within 30 days of the last report, issued in chronological order by the independent assessors