

2025-2026 CALL FOR VISITING PROFESSORS/RESEARCHERS FOR THE ASSIGNMENT OF CONTRIBUTIONS TO PROFESSORS, RESEARCHERS OR EXPERTS OF PROVEN SCIENTIFIC QUALIFICATION FROM FOREIGN UNIVERSITIES, INSTITUTIONS OR RESEARCH INSTITUTES

TITLE I - GENERAL INFORMATION

Art. 1 - Object of the Call

1. The “Luigi Vanvitelli” University of Campania announces a selective procedure for the funding of 60 Visiting Professors/Researchers for the performance of joint research activities (Visiting Researchers) and teaching activities (Visiting Professors) to be carried out in the period between 15.09.2025 and 31.12.2026. Exceptions are made for Visiting Professors/Researchers candidates of non-European nationality or citizenship who choose the 90-day in-person stay: these will be able to carry out their activities only and exclusively during the period between 01.12.2025 and 31.12.2026.

Art. 2 - Proposer

1. "Proposer" means a Professor or Researcher of the “Vanvitelli” University who submits an application to invite a foreign professor or researcher or expert to conduct joint research activities and teaching activities.
2. Only Professors and Researchers in service at the time of the expiration date of the Call may submit an application.
3. The “Proposer” may submit only one application.

Art. 3 - Visiting Professor/Researcher

1. By "Visiting Professor/Researcher" is meant a professor, a researcher or an expert of proven scientific qualification, belonging to a foreign University, Institution or Research Institute.
2. The Visiting Professor/Researcher is eligible if in the three years prior to the deadline of the Call he/she has not resided or carried out his/her main activity in Italy for more than twelve months, even if not consecutive.
3. The Visiting Professor/Researcher, if retired, is not eligible.
4. The Visiting Professor/Researcher, if he/she has already held the position at the University more than 2 times, is not eligible.
5. The Visiting Professor/Researcher cannot be proposed at the same time for the same selective procedure by another Professor or Researcher of the University.

Art. 4 - Host Department

1. By "Host Department" is meant the Department to which the “Proposer” belongs.
2. The host Department must express, through a resolution of the Departmental Council prior to the submission of the application, its favorable opinion to host the Visiting Professor/Researcher, also

indicating type, category and mode of the visit, as well as whether and how many times the candidate has previously held the position at the University.

3. The host Department will be responsible, in case of approval of the application submitted under this selection procedure, for the reception of the Visiting Professor/Researcher, the management of the contribution and the fulfillment of the obligations following the visit.

TITLE II - TYPES OF ELIGIBLE VISITS AND CONTRIBUTIONS

Art. 5 - Types of eligible visits

1. Visits may be submitted for the following types of activities:

Activity 1 Joint Research activities;

Activity 2 Teaching activities.

For Activity 2: the VP will be entrusted with teaching modules that form an integral part of one or more undergraduate, master's and/or single-cycle master's degree courses, first- and/or second-level university master's degrees, specialization courses and doctorate courses included in the University's educational offerings; the period of the visit must coincide with a period of the academic calendar during which teaching activities are planned.

2. The following categories of visits may be proposed:

- **Category A:** Visits for periods of 30 days, to be conducted continuously;

- **Category B:** Visits for periods of 90 days, to be carried out continuously.

The applicant must select only one option when submitting the application.

Category A visits can be proposed only if carried out by Visiting Professors/Researchers considered "*Outstanding Researchers or Professors*", i.e. researchers or professors with an excellent track record and in possession of international recognition for their achievements in the scientific and/or academic field.

3. Category A and B research and teaching activities may be carried out either in presence or telematically. For candidates with non-EU nationality or citizenship, activities for periods of 30 days (category A) may be carried out in telematic mode only.

4. Except for the periods of summer and winter closure of the University's facilities, the activities may be carried out in a period (equal to 30 or 90 days) between 15.09.2025 and 31.12.2026. An exception is made for Visiting Professors/Researchers of non-European nationality or citizenship who choose the 90-day stay (Cat. B) in attendance: these may carry out their activities only and exclusively in the period between 01.12.2025 and 31.12.2026.

Art. 6 - Contributions for Visiting Professor/Researcher

1. The contribution for the Visiting Professor/Researcher will be equal to:

- € 5,000.00 gross/month for Category A visits;

- € 3.000,00 gross/month for Category B visits.

2. In the hypothesis of activities carried out remotely, as indicated in the art. 5 paragraph 3 above, the contribution referred to in the previous paragraph is recognised to the extent of 50% for the periods carried out remotely; the certification for the carrying out of the activities in presence or remotely is the responsibility of the Professor or Researcher in charge ("Proposer").

3. The contribution is in the nature of income, even if not remuneration, and is to be understood as gross of the tax charges provided for by the regulations in force in the national territory (30% withholding tax for non-residents).

4. Depending on the tax framework of the payment and the subjective position of the recipient, any compulsory social security coverage (*INPS*) may also be applicable during the period.

5. The Visiting Professor/Researcher resident for tax purposes in countries that are contracting parties to international conventions in force against double taxation, acknowledged by Italian national legislation, may request in advance their application by completing and submitting to the host Department the appropriate statement issued by the competent tax authority, in accordance with the provisions of the Convention in force or the rules approved with a specific measure by the Italian tax authorities, subject to recognition by the University through the Department.

6. The contribution that will be provided to the Visiting Professor/Researcher will have the purpose of guaranteeing a lump-sum reimbursement of expenses, within the limits of paragraph 1, being always excluded the retributive nature.

Moreover, for those who will carry out the visit in presence, it is also expected to cover the-travel costs, round-trip in economy class, up to a maximum of € 1,500.00, and the use of any private means is excluded.

In order to be awarded the assignment, a Contract of assignment shall be signed and sent to the Internationalisation Office *well in advance* of the start of the activities. The relevant form, in Italian and English, will be available at <https://www.unicampania.it/index.php/international/docenti-e-ricercatori>, on the University website, as an attachment to the Guidelines for Departments, which will be published at the same time as the list of successful candidates. The Contract forms (no. 2 in Italian, no. 2 in English) must be sent to the Internationalisation Office with either an original handwritten signature (by post or delivered by hand) or a digital signature (via "Titulus" or at the address "visitingprofessors@unicampania.it": in that case, 1 in Italian, 1 in English)

TITLE III - SELECTION PROCEDURE

Art. 7 - Applications and deadlines

1. The deadline for the submission of applications, starting from the date of publication, is (no later than) 12.00 noon of 30.05.2025.

2. The application must be submitted by the Professor/Researcher of the University inviting the guest (cd "Proponent") using the ElixForms application, which can be accessed, through the University's Centralized Authentication System, at the following link: https://unicampania.elixforms.it/rwe2/module_preview.jsp?MODULE_TAG=bando_visiting_professors_researchers

In case the access should be done using the University credentials (username and password), it will be possible to proceed in one of the two following ways:

- sign the application with digital signature (the Proponent must download the PDF document to be signed, affix the digital signature to it and upload it to the appropriate field in the platform);
- sign the application with a handwritten signature (the Proponent must download the PDF document to be signed, print it, sign it with a handwritten signature, digitize it, and then upload it to the platform in the appropriate field).

On the other hand, if the applications are accessed using SPID or CIE, it will not be necessary to sign the (application) form.

3. The following documents should be attached to the application:

1. Letter of invitation to the candidate from the Professor - Researcher "Proponent";
2. Acceptance of the Candidate, to be transmitted in English language only;
3. Curriculum Vitae of the candidate Visiting Professor/Researcher (max 3 pages);
4. List of publications of the candidate Visiting Professor/Researcher, with evidence of any evaluations according to international parameters (max 3 pages);
5. (Alternatively, according to the Type of Visit):

A) Plan of the joint research activity to be carried out by the Visiting Researcher candidate during the period of stay (only in the case of Type 1 activities) (max 3 pages), clearly stating:

- objectives of the joint research;
- international dimension of the joint research project;

B) Plan of the teaching activity to be carried out by the candidate Visiting Professor during the period of stay (only in the case of Type 2 activities) (max 3 pages), with clear indication of:

- didactic and scientific reasons represented by the requesting structures with particular reference to the interdisciplinarity of the proposed activities (understood as involvement of several educational paths and/or Departments);
- type of activity (lecture series, seminars) and international dimension of the visit;

6. Resolution of the Council of the host Department or a copy of the extract of the resolution by which the Department Council assumes the commitment to host the Visiting Professor/Researcher. The resolution must have been made in any case on a date prior to the deadlines in Paragraph 1 and must contain:

- (a) the names of the Proposer and the proposed Visiting Professor/Researcher and the number of times, if any, that the candidate has previously held the same position at the University;
- (b) the type, category and period of the visit;
- (c) the favorable opinion to host the Visiting Professor/Researcher;
- (d) the Department's willingness to provide the Visiting with adequate hospitality in terms of space, equipment and services.

Art. 8 - Reasons for exclusion from the selection procedure

1. Applications will not be considered admissible if submitted:

- a) by those who, on the date of expiry of the submission of the application, have a degree of kinship or affinity up to the fourth degree inclusive, with a Professor of First or Second Level belonging to the Department at which the activity will be carried out or with the Rector, the General Director or a member of the Board of Directors of the University, pursuant to art. 18 co. 1 lett. b) et c) of Law n. 240/2010 and its subsequent amendments and additions;
- b) through methods and channels other than those provided for in art. 7 above;
- c) after the deadline of 12.00 noon of 30.05.2025;
- d) by a “Proposer” who has submitted another application for Visiting Professor/Researcher in the context of this selection procedure;
- e) to invite a retired Visiting Professor/Researcher;
- f) to invite a Visiting Professor/Researcher who has resided or carried out his/her main activity in Italy in the last three years prior to the deadline of the call for more than twelve months, even if not consecutive;
- g) to invite a Visiting Professor/Researcher who has held the position more than 2 times at the University;
- h) to invite a Visiting Professor/Researcher proposed within the present selection procedure also by another “Proposer”;
- i) accompanied by Attachments that do not comply with the provisions of Article 7 of this notice;
- j) lacking the required Attachments.

Art. 9 - Selection Committee

1. Applications will be evaluated by an internal selection committee appointed by the Rector.
2. The Commission will formulate the ranking of proposals worthy of funding, until the available funds are exhausted.

Art. 10 – Reserve and Evaluation criteria

1. In view of the ongoing relationships, 6 positions of Visiting Professor/Researcher are reserved for faculty members of the UNINOVIS project; if those positions are not assigned they are allocated according to the ranking formulated.
2. Applications will be evaluated based on the main type of activity proposed for the visit.
3. Applications for **joint research** activities will be evaluated according to the following criteria:
 - a) experience and authority of the Visiting Researcher in the scientific field of reference, evaluated, when possible, according to international parameters related to his/her publications (Impact factor, H index, number of citations, etc.);
 - b) prestige of the Institution of provenance of the Visiting Researcher;
 - c) plan of the scientific activities to be carried out during the period of stay;
 - d) objectives of the joint research and expected results;
 - e) international dimension of the joint research project;
3. Applications for **teaching activities** will be evaluated on the basis of the following criteria
 - a) experience and authority of the Visiting Professor in the scientific field of reference, evaluated, when possible, according to international parameters related to his/her publications (Impact factor, H index, number of citations, etc.);

- b) prestige of the Institution of provenance of the Visiting Professor;
 - c) plan of the teaching activities to be carried out during the period of stay;
 - d) didactic and scientific reasons represented by the requesting Departments with particular reference to the interdisciplinary nature of the proposed activities (understood as the involvement of several educational paths and/or Departments).
 - e) typology of the visit (cycle of lectures, seminars) and international dimension of the visit;
4. Applications from those who have already held the position of Visiting Professor/Researcher (for a maximum of 2 times) at the "Vanvitelli" University will also be considered; however, preference will be given to those who have never previously held this position. It will be the Proponent's responsibility to state at the application stage whether and how many times the applicant has previously held the position at the University.

TITLE IV - OBLIGATIONS FOR THE MANAGEMENT OF THE CONTRIBUTION

Art. 11 - Fulfilments prior to the start of the visit

1. In case of approval of the application, within the deadline of 10 days from the publication of the ranking list, the Proponents shall send to visitingprofessors@unicampania.it formal notice of acceptance of the assignment or of possible renunciation of the same by the invited Visiting Professors/Researchers, transmitting a specific Form that will be sent to them at the same time as the communication regarding the publication of the final ranking list and that the invited professors/researchers shall fill in. For Visiting Professors/Researchers with non-European nationality, also, in case of acceptance of the assignment, the host Departments shall send within 10 days from the publication of the ranking list, to visti.ui@unicampania.it (Internationalisation Office: 0823.274297), all the necessary documentation for the activation of the VISA procedure, which will be published on the *page* <https://www.unicampania.it/index.php/international/docenti-e-ricercatori> of the University website, as an attachment to the Guidelines for Departments: Reception Agreement (Annex A2), Annex A3. This is in consideration of the time required to issue the entry visa in Italy (2 to 3 months from the date the request is sent to the Internationalisation Office).
2. The host department, if the application is approved, should provide confirmation of the start and end dates of the activity to the email address visitingprofessors@unicampania.it, at least 15 days before/after the arrival of the Visiting Professor/Researcher.
3. The Visiting Professor/Researcher, at the time of his/her arrival, must demonstrate that he/she has appropriate health, accident and civil liability insurance coverage. The Visiting Professor/Researcher is responsible for the related expenses.
4. Non-EU Visiting Professors/Researchers must plan their arrival well in advance (at least 3 months) with respect to the date of their entry into Italy, taking into account the time required to obtain a visa, which is mandatory in order to be able to work for pay at the "Luigi Vanvitelli" University of Campania.

Art. 12 - Fulfilments concerning the conduct of the visit

1. The Proponent and the Visiting Professor/Researcher must carry out the joint research and teaching activities in compliance with the objectives and the plan of activities described in the proposal approved by the Evaluation Committee.
2. The duration of the visit in days will be equal to that indicated in the proposal approved by the Evaluation Committee and must be carried out in a continuous manner.
3. The Visiting Professor/Researcher who cannot carry out the planned visit cannot be replaced, since the contribution is nominal, and the host Department must proceed to refund the contribution received.
4. The contribution received will not be cumulative with other ones given to the "Proposer" or to the host Department to support visits of the same Visiting Professor/Researcher in periods coinciding with the visit approved within the present selection procedure.
5. The period of activity at the "Luigi Vanvitelli" University of Campania will be agreed with the "Proposer", taking into account the needs of the teaching activities and of the research group in which the Visiting Professor/Researcher will be inserted.
6. Following the conferral of the assignment for research activities, these ones will be authorised in advance by the Council of the host Department and must be documented with a report of approval of the activity issued by the same Department, which must guarantee internal logistics and free access of the Visiting Professor/Researcher to the research laboratories.
7. In the case of teaching activities, also in the form of seminars and/or didactic modules, the Visiting Professor/Researcher will coordinate, together with the "Proposer", the course programme and the timetable of the lessons with the set of teaching activities to be carried out, sending to the Scientific Responsible the course programme with the indication of the timetable that he/she intends to observe; the Department will have to declare the CFU delivered by the Visiting Professor, who will keep a register of the lessons with the indication of the dates, hours and topics covered.
8. The Visiting Professor/Researcher is invited to take part in all the activities organised by "Vanvitelli" University during his/her stay.
9. The host Department shall give adequate publicity to all the activities in which the Visiting Professor/Researcher participates.

Art. 13 - Fulfilments subsequent to the carrying out of the visit

1. Within 60 days from the end of the visit, the host Department must transmit to the Internationalization Office (to the e-mail address visitingprofessors@unicampania.it) the following document: scientific report on the activities carried out, signed by the Visiting Professor/Researcher and the Proponent, with specific indication of the period of stay, i.e., the start and end dates of the activity, of the type and manner in which it is carried out.

TITLE V - OTHER PROVISIONS

Article 14 - Publication

1. The announcement and the results of the selection procedure will be published on the University website at the following address: <http://www.unicampania.it/index.php/international/docenti-e-ricercatori>.

2. Communications regarding the outcome of the applications will be sent by e-mail, from visitingprofessors@unicampania.it, to the "Proposer" (at the address indicated in the application form), as well as, for information, to the Directors and Administrative Secretaries of the relevant Departments (institutional e-mail addresses). From the same e-mail address, a special form will be sent to the "Proposer" of the Visiting Professor/Researcher selected, with which the candidate selected must declare to accept/reject the assignment and attach a copy of a valid identification document. The "Proposer" must send back the document, peremptorily, within the date indicated therein.

3. For the handling of the paperwork (if any) related to the submission of the application for a residence permit, the search for accommodation, the paperwork related to the application for the tax code, the Visiting Professor/Researcher selected should contact the University **Welcome Office**, (<https://www.unicampania.it/index.php/2013-07-10-10-49-01/international-welcome-desk>) which will provide the necessary support.

4. By the date of publication of the results of the selection process, at <http://www.unicampania.it/index.php/international/docenti-e-ricercatori> will be published "**The Guidelines to the Call for Visiting Professors/Researchers 2025-2026**", in order to provide the Departments hosting the Visiting Professors/Researchers selected with information on the necessary steps for the reception of the same and, in the case of non-EU Visiting Professors\Researchers, for the activation of the **Visa application procedure**. The documentation necessary for the activation of the visa procedure (Hosting Agreement*, Data Form, revenue stamps) must be produced by the Departments to which the winning Visiting belong and sent by the same Departments, within 10 days from the publication of these guidelines, to visti.ui@unicampania.it (Internationalization Office). Submissions made after the indicated date will not be considered admissible.

**It is emphasized that the Hosting Agreement should provide for a duration of 91 days.*

Art. 15 - Person in charge of the procedure and references

1. Pursuant to the provisions of art. 5 of Law August 7, 1990, n. 241, the person in charge of the procedure referred to in this Notice is Antonia Pennino.
2. For information on the selection procedure it is possible to contact Silvana De Crescenzo ([0823.274485](tel:0823.274485); visitingprofessors@unicampania.it)
3. For information on the visa application procedure, it is possible to contact Alessandro Lo Castro ([0823-274297](tel:0823-274297); visti.ui@unicampania.it)

Art. 16 - Information on processing and access to personal data

1. The processing of personal data will be carried out in paper and/or computerised form exclusively by staff authorized to process data in relation to the tasks and duties assigned and in accordance with the principles of lawfulness, fairness, transparency, adequacy, relevance and necessity. The data will be kept for the period necessary to carry out the procedure and the fulfillment of all legal obligations. At any time it is possible to exercise rights under Art. 15 et seq. of the GDPR and, in particular, access to personal data, rectification, integration, cancellation, limitation and the right to

object to the processing. This is without prejudice to the right to lodge a complaint with the Data Protection Authority pursuant to Art. 77 of the GDPR.

Art. 17 - Referral rule

1. For any matters not expressly provided for in this notice, the provisions of the regulations cited in the introduction to this decree shall apply, insofar as they are applicable, as well as the laws in force on the subject.