



UNIVERSITÀ DEGLI STUDI  
DELLA REPUBBLICA DI SAN MARINO  
RETTORATO



## **VISITING PROFESSOR and VISITING RESEARCHER** *Regulative Framework*

### **Art. 1 - Purpose**

The University of the Republic of San Marino - from here on University - intended to strengthen the quality of teaching and research at its facilities by strengthening the international dimension of its education and by increasing exchanges and cooperation with Universities, Research centers, and Higher Education institutions. To this end, this Regulation governs the selection and tenure of accomplished scholars from international universities, research centers, and high education institutions (Visiting Professor and Visiting Researcher). In exceptional cases, the Visiting Professor or Researcher may also be an exceptional scholar or expert from other Italian academic or research institutions, who is making distinctive contributions to their field.

### **Art. 2 - Definition of Visiting Professor and Visiting Researcher**

- a) Visiting Professor: professor or researcher in charge of teaching a course of study, a seminar, a PhD school, or a summer school;
- b) Visiting Researcher: professor or researcher who carries out their research activities as part of a departmental or interdepartmental structure.

### **Art. 3 - Recruiting**

- a. The recruitment of Visiting Professor or Visiting Researcher takes place exclusively on the basis of specific international agreements with universities, research or higher education institutions. Under these agreements, the competent department select the visiting professor or researcher, recognizing, as appropriate, the title of Visiting Professor or Visiting Researcher.
- b. The selection, which will be transmitted to the Rector and to the office for the internationalization of the University, must include the following information:
  - personal data and the curriculum vitae of the visitor;
  - the name of the institution of origin;
  - the international agreement under which the international mobility occurs;
  - the name of the host faculty, the host department, or of the host Graduate School;
  - the length of the period of stay at the University;
  - in the case of Visiting Professor, the name, type (lectures, seminars, or other) and the scientific area of teaching;
  - in the case of Visiting Researcher, the title and a brief description of their research project.
  - the acceptance letter signed by the Visiting Professor or Researcher.

### **Art. 3 - Visitor's Obligations**

- a. The Visiting Professor is expected to present to the board of their Department the program of activities that they intends to conduct and compile a register, signed and approved by the department or faculty director.
- b. The Visiting Researcher is expected to participate in the research activities of the host department and submit a final report on the activities, signed and approved by the director of the department.

### **Art. 4 - Financing**



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DELLA REPUBBLICA DI SAN MARINO  
RETTORATO

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- a. The honorarium of the Visiting Professor and Visiting Researcher should be established in the bilateral or multilateral agreements under which the international mobility of visitors is activated.
- b. Any additional financial burden will be a charge on the department that recruit the Visiting Professor or Visiting Researcher.

**Art. 5 - Remuneration**

- a. The honorarium of the "Visiting" Professor "and" Visiting Researcher" is commensurate with the gross monthly income of their equivalent qualification of full professor, associate, or researcher.
- b. Foreign scholars could choose to apply the international conventions against double taxation, if any.
- c. The host departments may choose to contribute to the travel and accommodation expenses with its own funds.

**Art. 6 - Selection Committee**

1. The assessment of the applications, before they are submitted to the Academic Senate and the Board of Auditors, is entrusted to a University Committee ("Visiting Commission") appointed by the Rector, consisting of: Rector, the delegate of the Rector for International Relations, the delegate of the Rector for Research, the Delegate of the Rector for Education.
2. Applications shall be evaluated based on the following criteria:
  - a) CV and international visibility of the Visiting Scholar;
  - b) international significance of the university or research center of origin;
  - c) the relevance of the activities that the Visiting Scholar is invited to perform and their impact on the internationalization of the University;
  - d) the availability of funds;
  - e) the length of stay
3. The title of Visiting Professor or Visiting Researcher is awarded by the Rector. The status is granted for the duration of the activities at the University.

San Marino 03.08.2017



The Rector  
Prof. Corrado Petrocelli



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### Visiting Scholar request form

To the Rector

To the Director of the Department of .....

I, the undersigned ..... (name), researcher / associate professor / professor, ....., In service at the Department of ..... of the University of the Republic of San Marino,

1) hereby ask for authorization to invite researcher / professor ..... (name), currently serving at the University / research Center ..... (country: .....), approximately from ..... .. to ....., for the purposes described in the attached project .

2) Attach to this: i) acceptance letter of the person concerned / or, ii) Curriculum vitae of the person concerned / or; iii) a description of the specific activities that the scholar should perform and the period of stay at the University,

3) Require the present contribution, upon presentation of the report, of euro X.XXX (in words: ..... ) Divided into: XX travel expenses, meals XX and XX accommodation ,

4) Co-financing by the inviting structure \_\_\_\_\_ (if provided);

5) Within 15 days after the conclusion of the period of stay at the University, the undersigned is expected to submit to the Department Director a report, outlining the teaching, seminars and research conducted by the Visiting Scholar, and their contribute to the internationalization of the University.

With best regards,

San Marino, .....

Signature