Student Guidelines
Essential information

Duration: 3 years  
Scholarships: at least 4 each year (€ 16.300)  
Language: English

Affiliated institutions: Università di Milano, Istituto Universitario di Studi Superiori di Pavia, Scuola Normale Superiore di Pisa

Coordinator : Professor Francesco Guala  
Administrative office: Mrs. Anna D'Anneo (phd.hume@unimi.it)  
Travel expenses: Dr. Marta Marchesi, Mr. Riccardo Lavezzi (ammdip.filosofia@unimi.it)

Administrative address: Department of Philosophy, University of Milan  
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Website: https://eng.dipafilo.unimi.it/ecm/home/docobtoral-schools/phd-hume

Disclaimer

The information included in this document is only intended to provide practical guidelines and does not have any legal authority. The University Regulations constitute the ultimate reference point for legal matters: 
https://www.unimi.it/it/ateneo/normative/regolamenti/regolamento-dateneo-materia-di-dottorati-di-ricerca

Other information can be found on HuME’s website.
# Faculty Board

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<thead>
<tr>
<th>Name</th>
<th>Research Interests</th>
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<tbody>
<tr>
<td>Giulia ANDRIGHETTO</td>
<td>Social Cognition</td>
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<tr>
<td>Lorenzo BELLO</td>
<td>Cognitive Control, Brain Lesions</td>
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<tr>
<td>Andrea BORGHINI</td>
<td>Metaphysics, Philosophy of Food</td>
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<tr>
<td>Antonio CARONNI</td>
<td>Cognitive Neuroscience, Motor System</td>
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<tr>
<td>Silvia CASAROTTO</td>
<td>Cognitive Neuroscience, Consciousness</td>
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<tr>
<td>Paolo CAVALLARI</td>
<td>Cognitive Neuroscience, Motor System</td>
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<td>Gabriella CERRI</td>
<td>Cognitive Neuroscience, Motor System</td>
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<tr>
<td>Cristiano CHESI</td>
<td>Linguistics</td>
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<td>Marcello D'AGOSTINO</td>
<td>Logic, Philosophy of Computation</td>
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<tr>
<td>Silvia DE BIANCHI</td>
<td>Philosophy of Physics, Time</td>
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<td>Silvia DE TOFFOLI</td>
<td>Philosophy of Mathematics</td>
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<tr>
<td>Michele DI FRANCESCO</td>
<td>Philosophy of Mind, Philosophy of Language</td>
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<tr>
<td>Daniel DOHRN</td>
<td>Philosophy of Language, Philosophical Logic</td>
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<tr>
<td>Luca FORNIA</td>
<td>Cognitive Neuroscience, Motor System</td>
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<tr>
<td>Alessandra GORINI</td>
<td>Psychology of Decision Making</td>
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<tr>
<td>Andrea GUARDO</td>
<td>Metaphysics, Philosophy of Mind</td>
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<tr>
<td>Chiara GUGLIELMETTI</td>
<td>Psychology of Groups and Organisations</td>
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<tr>
<td>Francesco GUALA</td>
<td>Philosophy of Social Science, Behavioural Economics</td>
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<tr>
<td>Hykel HOSNI</td>
<td>Logic, Foundations of Probability</td>
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<tr>
<td>Claudio LUCCHIARI</td>
<td>Psychology of Decision Making</td>
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<tr>
<td>Marcello MASSIMINI</td>
<td>Cognitive Neuroscience, Consciousness</td>
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<tr>
<td>John MICHAEL</td>
<td>Philosophy and Psychology of Action</td>
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<tr>
<td>Francesca MINERVA</td>
<td>Applied Ethics</td>
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<td>Andrea MORO</td>
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<td>Mario PIAZZA</td>
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<tr>
<td>Giulia PIREDDA</td>
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<td>Giuseppe PRIMIERO</td>
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<td>Gabriele PULCINI</td>
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<td>Marco ROSSI</td>
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<tr>
<td>Simone SARASSO</td>
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<td>Andrea SERENI</td>
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<tr>
<td>Corrado SINIGAGLIA</td>
<td>Philosophy of Action, Philosophy of Cognitive Science</td>
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<tr>
<td>Alfredo TOMASETTA</td>
<td>Philosophy of Language, Metaphysics</td>
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<tr>
<td>Giuliano TORRENGO</td>
<td>Metaphysics, Philosophy of Time</td>
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<tr>
<td>Luca TUMMOLINI</td>
<td>Social Cognition</td>
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# International members

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<thead>
<tr>
<th>Name</th>
<th>Research Interests</th>
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<tbody>
<tr>
<td>Stephen BUTTERFILL (Warwick)</td>
<td>Philosophy of Action, Philosophy of Mind</td>
</tr>
<tr>
<td>Frank HINDRIKS (Groningen)</td>
<td>Social Ontology, Philosophy of Economics</td>
</tr>
<tr>
<td>Jonathan TALLANT (Nottingham)</td>
<td>Metaphysics, Philosophy of Time</td>
</tr>
<tr>
<td>Giulio TONONI (Wisconsin)</td>
<td>Cognitive Neuroscience, Sleep, Consciousness</td>
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Introduction
The Human Mind and Its Explanations (HuME) trains young researchers who intend to study human cognition with an interdisciplinary approach, using theories and methods developed in philosophy, psychology, computer science, linguistics, and cognitive neuroscience. Since innovative research in this area requires the integration of different competences, our courses will provide solid analytical and epistemological foundations for the development of theoretical reflection and experimental skills. Students and faculty have different backgrounds and constitute a lively community fueled by diverse interests and expertise.

Projects
At the application stage, candidates are expected to present a research project in line with the expertise of one or more of the Board members and to contact them to ascertain their availability for supervision. Once they have been offered a scholarship, PhD students are normally expected to work on that project or on a related topic that has been agreed upon with their tutor or supervisor. They will define the research topic before the end of the first year, in agreement with their supervisors and with the programme’s coordinator.

Supervision
When the candidate chooses a research topic, the Faculty appoints a tutor or supervisor who will guide and provide support as the student undertakes her research and writes her dissertation. Lecturers and researchers from other universities who sit on the Faculty Board, as well as members of other institutions with which the doctoral programme has signed an exchange agreement, may serve as tutors. In the latter case, the tutor is assisted by a co-tutor, chosen among university professors and researchers on the Faculty Board. Additionally, university tutors may be assisted by external experts who do not sit on the Faculty Board, as co-tutors. All co-tutors must be officially appointed by the Board.

Progress
At the end of each year, the students are required to submit a written report on their individual research, their findings, as well as any seminars, conferences, or other scientific programmes in which they took part, and any publications they may have written in that period of time. Upon approval by the Board, the students will be allowed proceed to the next year of study or, for those enrolled in the last year of the programme, to sit for the final exam provided they have also received approval on their dissertation. Should the student fail to pass this performance review, and absent extraordinary, documented circumstances, they will be dismissed from the PhD programme, and will lose any scholarship that has been awarded.

Scholarships
Scholarships are awarded by the three partner institutions (University of Milan, IUSS Pavia, and Scuola Normale di Pisa). The scholarship will be renewed automatically if the PhD
candidate has been admitted to the following year of study, conditional on satisfactory academic performance during the previous year.

**Teaching**

Students must attend both ‘specialised’ and ‘interdisciplinary’ courses. Each PhD candidate must earn at least 16 credits, including 12 of specialised courses, before the end of the three-year cycle; it will normally be expected, however, that most of the credits will be earned during the first year of studies.

The full list of courses offered by the university can be found here: 

To register, follow the link ‘How to enrol’.

HUME offers specialised teaching in the form of series of seminars and/or lectures on key topics in philosophy and in the foundations of cognitive neuroscience. A list of the courses can be found here (‘Courses List’):

The specialised teaching aims at making sure that all students share the basic theoretical and methodological background that is required to engage in advanced research. Each course will be offered conditional on the participation of at least 3 PhD students. PhD students will have the option to earn other credits in areas that are germane to their research interests, selected from the courses offered by other PhD programmes of the University of Milan, or some other university with which the University has signed an agreement.

Over the course of the PhD cycle, each candidate will also be required to take part in 72 hours of interdisciplinary studies offered by the University for general educational purposes.

For all three years of their PhD programme, students are expected to attend the most important talks, workshops or conferences organised by the doctoral school. Attendance to some of these will be compulsory for all the students. For others, individual attendance may be requested by tutors.

**Travel/exchange**

Study-abroad periods excluded, at least 2/3 of PhD programme activities must be carried out onsite at the University. Any off-campus work or study must be regulated by a specific cooperation agreement with the host institution, and must be approved by the Faculty Board for each individual PhD student. Any exceptions to the foregoing rule must be approved by the Board, who will review the reasons for the request.
The scholarship amount will be increased by 50% for any study-abroad period, with a minimum duration of at least one month, if and when authorised by the Faculty Board. A study-abroad period cannot exceed eighteen months overall.

Each PhD will be provided, in addition to the scholarship, funds to cover costs relating to research operations in Italy or abroad, of at least 10% of the standard scholarship amount. For those PhD candidates who have been awarded scholarships by a partnering research institution or university, or by an external entity, the research supplement is provided by the scholarship provider.

Detailed guidelines to organize research trips and to request reimbursement can be found in the Annex at the end of this document.

Other activities
Students may not enrol in two PhD programmes simultaneously. Similarly, students enrolled in a PhD programme may not hold an adjunct teaching position with any university or other entity offering academic degrees.

PhD candidates may, as an integral part of their educational plan, and with the approval of the Faculty Board (without thereby being entitled to an increase in their scholarship), conduct tutoring for Bachelor’s degree, Master’s degree, single-cycle Master’s degree students, and provide supplemental, preparatory, or remedial education for up to 100 hours during a single academic year, except in the third year of the PhD programme when the limit is set at 40 hours.

Leave
PhD students will be excused from attendance requirements during any maternity, paternity, adoption, or foster-care / guardianship period as permitted under applicable law, as well as for any prolonged (over thirty days) and duly documented illness or injury. The attendance requirement will also be lifted, upon the PhD student's request and with Faculty Board authorisation, for serious personal or family reasons, which must be duly documented.

Examination
The dissertation will be assessed in two stages – by the Dissertation Committee and the Adjudication Board.

The Committee is constituted by two or more highly qualified scholars, who may be affiliated with institutions other than the University of Milan, whether in Italy or abroad, or from other entities who are issuing the degree jointly with the University. The Dissertation Committee members are chosen by the Faculty Board, and will not sit on the Adjudication Board for the final exam, as discussed below. The Dissertation Committee will issue a detailed written analysis in which they make a recommendation to the Board whether to
allow the student to defend his or her dissertation at the public session, or to defer such
defence for up to six (6) months, should they believe corrections or changes to be in order.
After the six-month deferment, the dissertation will automatically qualify for public defence,
and must then bear a new written opinion from the same Dissertation Committee, based on
any corrections and/or changes made.

The public session for the student's dissertation defence will take place before an
Adjudication Board appointed by the Rector, upon motion of the Faculty Board. The
Adjudication Board will consist of three members chosen from amongst university
professors (at least one of whom must be a Full Professor) and researchers with specific
expertise in the subject area. At least two Adjudication Board members must be university
faculty (whether in Italy or abroad) who are not part of the PhD programme, and must not
be members of the Faculty Board.

PhD candidates who are approved for the public defence session by the Faculty Board will
submit, no later than the deadline established by the relevant university administration
office, an application to sit for the final examination. As soon as the members of the
Adjudication Board have been appointed, the PhD students will, no later than the deadline
provided to them, submit an electronic copy of their dissertation to the Adjudication Board
members.

At the end of the defence, the Adjudication Board will accept or reject the dissertation
presented by the PhD Candidate. The exam is administered on a pass/fail basis. Should the
dissertation contain findings of high scientific value, the Board, pursuant to unanimous vote,
may confer the degree with honours. The dissertation defence is public, as is the notice of
the Board's official findings. At the completion of their work, the Adjudication Board will
submit a report, including any judgements expressed on the dissertations presented by the
PhD candidates.
ANNEX:
TRAVEL AND RESEARCH EXPENSE GUIDELINES FOR PHD STUDENTS

In order to avoid misunderstandings, please refer to this document and not to the University's trips and expense reimbursement regulations.

For particular cases not described below, it is necessary to contact the administration (ammdip.filosofia@unimi.it) BEFORE departure, to establish whether exceptions can be made to the University regulations for research trips.

By RESEARCH TRIP we mean:
• Participation in conferences, meetings, seminars and workshops as speakers, discussants or auditors;
• Summer schools, only with written approval by the Tutor who must confirm their relevance;
• Foreign language schools (not English), only in the case of languages strictly related to the research project and only with written approval by the Tutor;
• Field works (visiting, co-tutorships, ethnographic and on-site research trips);
• PhD lectures/seminars in any location of the HuME consortium (except the administrative location).

"SHORT" TRIPS IN ITALY OR ABROAD (Doctorate Regulations Art. 20.6)

All doctoral students can go on a research trip with prior authorisation. PhD students who are given permission to go on a trip can be reimbursed with the doctoral funds allocated to each student (€1,650/year) or with any research funds provided by their tutor, subject to his/her authorization.

1. BEFORE carrying out ANY research trip (even one for which reimbursement will not be requested), all PhD students must request the authorization of the Head (Direttore) of the Department of Philosophy by e-mail (add also the Head of the Department where the research is carried out, if the two do not coincide), remembering to Cc the Tutor, the Coordinator of the PhD programme, and the administration (ammdip.filosofia@unimi.it)

Requests must also include the fund holder among the recipients, in case reimbursement is requested for a specific research project. (This is especially important for students who do not carry out their research in the Department of Philosophy.)

It is necessary to wait for the authorization of the Head of Department before making any type of expense related to the research trip.

The following information must be included in the email:
• Flyer of the conference or event, or any link with detailed program (whenever possible);
• Details of the trip, specifying the expected departure and return dates (in the event of changes, these must be communicated immediately to ammdip.filosofia@unimi.it);
• Any invitation e-mail message from the host, or contribution acceptance message;
• Funds to be used to cover expenses.

The Head of Department’s approval of the request must ALWAYS take place before leaving (otherwise the insurance coverage is invalid) and before making any expenses (flight, hotel, train, ...), under penalty of non-refund.

2. Upon return from the mission, the refund request must be made within a maximum of 60 days. In the event of significant delays not previously reported to the departmental
administration, reimbursement of the expenses incurred is not guaranteed. In order to request reimbursement, it is necessary to go to the administration (by appointment) and present ORIGINAL PAPER copies of the following documents:

- CERTIFICATE OF PARTICIPATION in the conference (to be requested locally) or declaration by the host that the student actually went to the trip’s destination;
- TRANSPORT: actual ticket, receipt or invoice (reservation by booking/e-dreams or similar is not sufficient). Boarding passes are also required for flights. The reimbursed journey departs from and returns to the place of work/study and not from the place of residence. Transport costs include: transfers to and from the airport by bus, shuttle or train (no taxi, no Uber, no personal or rental vehicle), city transport;
- OVERNIGHT STAY: receipt or invoice clearly showing the name of the hotel and payment details (minibar charges are non-refundable).

For trips that take place at a distance of less than 80 km from the place of employment, reimbursement of the overnight stay is NOT envisaged (EXCEPTION: it is possible to request overnight accommodation for the summer schools that take place within 80km from the headquarters, if the activities begin before 10 AM and do not finish before 5 PM).

- CONFERENCE REGISTRATION: receipt or invoice clearly indicating the conference and the name of the participant;
- FOOD: reimbursement is possible ONLY for one or two meals a day (check regulations at [https://www.unimi.it/it/ateneo/normative/regolamenti/regolamento-missioni-e-rimborsi-spese](https://www.unimi.it/it/ateneo/normative/regolamenti/regolamento-missioni-e-rimborsi-spese) to verify the refundable amount based on geographical area). Expenses must be adequately documented with receipts or invoices showing the type of institution that issues them and the description of what has been consumed. Receipts other than those for main meals are not allowed (no water, afternoon snacks, aperitifs...). Breakfests are reimbursed ONLY if consumed in the hotel.

Digital versions and scans of these expenses (even paper receipts) can be sent by e-mail before the administration appointment in a single batch (this cannot replace the original items, however, which are ALWAYS necessary). Credit card receipts are NOT ALLOWED to replace tax receipts or invoices.

Annual membership fees are non-refundable.

"LONG" TRIPS (VISITING OR CO-TUTORSHIP) ABROAD WITH 50% SUPPLEMENT TO THE SCHOLARSHIP (Doctorate Regulations Art. 20.5)

To go on a "long" trip, you must:
- proceed with the request for scholarship supplement (which is NOT the responsibility of the Department!)

For detailed information on the supplement, consult the UNIMI website at the page [https://www.unimi.it/en/study/postgraduate-study/doctoral-research-phd-programmes/doctoral-scholarships-and-fees/scholarship-increase-stays-abroad](https://www.unimi.it/en/study/postgraduate-study/doctoral-research-phd-programmes/doctoral-scholarships-and-fees/scholarship-increase-stays-abroad)

- request authorization to leave (under the responsibility of the Department) only after the supplement request has been made;

REMEMBER: to finalize the achievement of the supplement, it is necessary to upload the declaration of attendance on the Informastudenti platform each month, in order to receive the extra payment (see link above).

ATTENTION:
FOR CYCLES PRIOR TO THE 38th: the supplement request for a "long" trip (which CANNOT take place in one’s country of origin) can be made for trips abroad lasting a minimum of 1 month and a maximum of 18 months.

FROM 38TH CYCLE ONWARDS: the supplement request can be made for trips abroad lasting a minimum of 10 days and a maximum of 12 months in the case of visiting, 18 months in the case of co-tutorship.

How to proceed to obtain the scholarship increase:
1. Send the "long" trip proposal to the PhD Tutor and Coordinator, giving reasons. The proposal must contain the following data:
   • Name and Surname of the PhD student
   • Cycle
   • Tutors
   • Type of search you intend to carry out
   • Place and host institution
   • Period
   • Invitation letter or e-mail from the host.
2. The Coordinator submits the request to the PhD Academic Board and issues a letter of approval that the PhD student will upload to Informastudenti (together with the completed document "Request for PhD foreign supplement", available at https://www.unimi.it/en/study/postgraduate-study/doctoral-research-phd-programmes/doctoral-scholarships-and-fees/scholarship-increase-stays-abroad.
3. To complete the request for authorization for departure, the Coordinator’s approval letter must be forwarded to the Head of the Department of Philosophy (add also the Head of the Department where the research is carried out, if the two do not coincide), to the Tutor and to ammdip.filosofia@unimi.it. Include the following information in the email:
   • Host institution or body;
   • Details of the trip, specifying the expected departure and return dates (in case of changes, immediately inform the administration at the address ammdip.filosofia@unimi.it);
   • Invitation email from the host;
   • Funds to be used to cover expenses.

To proceed with the expenses, it is mandatory to wait only for the authorization of the Head of Department.

NB: it is possible to request an extension of a "long" trip and at the same time an extension of the scholarship supplement. It is sufficient to send a request via e-mail to the Head of Department and to the Coordinator of the PhD. If approved, the extension is automatically communicated to the central offices.

What can be reimbursed in "long" research trips, with the standard budget (€1,650/year):
• TRANSPORT: one outward and one return journey only. The transport costs include the cost of transfers to and from the airport by bus, shuttle or train (no taxi, no Uber, no personal vehicle or rental) and city transport only if purchased in booklets or weekly/monthly/yearly passes;
• ACCOMMODATION: it is possible to reimburse the rent by presenting an original invoice or receipt made out to the PhD student. Stays in temporary accommodation are also reimbursed, provided that the periods marked on the receipts do not overlap;
• MANDATORY INSURANCE;
• MANDATORY ENROLLMENT FEES: to obtain reimbursement, a receipt must be presented in the name of the PhD student. Emails or credit card receipts are not accepted; NB: FOOD is NOT refundable.
It is possible to carry out "short" trips during the period of stay abroad for a "long" trip and, in this case, further components will be opened within the main one, and all of them will be refunded at the end of the "long" trip (always within the limits of the available budget). To be able to carry out this type of trip within the “long” trip it is necessary to follow the indications for the "short" trips.

IMPORTANT:
For particular cases not described above, it is necessary to contact the administration (ammdip.filosofia@unimi.it) BEFORE leaving, so as to evaluate whether exceptions can be made to the University regulations for research trips.
Expenses incurred before receiving authorization for the trip will NOT be reimbursed, regardless of whether it is "short" or "long".
Reimbursement for the use of taxis, Ubers, rentals or own vehicles is NOT permitted except in exceptional cases and with the prior authorization of the Head of the Department of Philosophy by e-mail (add also the Head of the Department where the research is carried out, if the two do not coincide), and of the administrative office.
In the event of particular problems during the trip, please communicate via e-mail to figure out how to resolve them and how to proceed.

For any doubts, even during the trip itself, please contact ammdip.filosofia@unimi.it