

University of Macerata, 6th edition, *Visiting Professor* program, a.y. 2024/2025

ONLINE APPLICATION FORM

[Full text of the call for application](#)

* Indica una domanda obbligatoria

1. Email *

Welcome

Dear applicant,

thank you for considering the University of Macerata for your academic career.

Before starting your application for the 6th edition of the *Visiting Professor* program a.y. 2024/2025, we would like to outline the **structure of this online form**:

1. **Personal details** (*ID document uploading is requested*)
2. **Academic details** (*academic CV uploading is requested*)
3. **Organisation of your mobility as Visiting Professor at UniMC**
4. **Teaching activity at UniMC** (*your proposal, max 800 words*)
5. **Research activity at UniMC** (*your proposal, max 800 words*)
6. **Motivation letter** (*max 400 words*)
7. **Application submission** (*a copy of the application will be sent to you*)

We remind that the grant assigned in the framework of this call is in no way cumulative with other contributions paid by the University of Macerata for the activities of the same Visiting Professor.

This form will accept applications by and no later than 15th January 2024, 1 p.m. (CET).

We look forward to receive your application for the 6th edition of the *Visiting Professor* program a.y. 2024/2025.

University of Macerata - UniMC

For information and support, [please contact us](#).

Information on personal data processing

Personal data processing is regulated by Legislative Decree No. 196 of 30 June 2003 and GDPR UE 2016/679, and personal data provided by applicants in submitting their applications for selection will be processed only for the purposes relative to the this call.

The holder of personal data processing is the University of Macerata, the head office of is in Macerata, via Crescimbeni, nn. 30 – 32, in the person of the rector as legal representative (urp@unimc.it or CEM: ateneo@pec.unimc.it).

The holder of personal data processing has a data protection officer appointed pursuant to article 37 of the GDPR (dpo@unimc.it). According to the objectives mentioned above, personal data may be used only and exclusively in the procedure described above by designated university staff and data will not be transferred to non-EU countries.

The provision of the data is obligatory to assess the application requirements, under penalty of exclusion from the public selection. Personal data are not subject to any completely automated decision-making process, including data profiling.

Applicants are entitled to legally exercise their rights as set out in the above-mentioned legislative decree, including the right to access their data, as well as complementary rights, such as the right to amend, update, complete or cancel all data that is inaccurate, incomplete or has not been collected in accordance with legal provisions.

2. I declare that I have read and understood the information on the processing of my personal data. *

Contrassegna solo un ovale.

☐ Yes *Passa alla domanda 3.*

☐ No

Personal details

In this section, you will be asked to write your personal details and to upload a copy your document.

Next section: *Academic details*

3. First name *

4. Last name *

5. **Gender ***

Contrassegna solo un ovale.

☐ Male

☐ Female

☐ Other

6. **Date of birth ***

Esempio: 7 gennaio 2019

7. **Place of birth ***

Please include town/city and country.

8. **Citizenship ***

9. **Document ***

Please upload a copy of your ID card or passport; only 1 file in any format is accepted; max 10 MB.

File inviati:

10. **Residence address ***

Please include: street, town/city, postcode and country.

11. Phone number *

Please include international dialling code.

12. I declare that I am in a condition of disability.

Optional field

Contrassegna solo un ovale.

☐ Yes

☐ No

13. I declare that I am in a situation of risk where freedom of teaching and expression is compromised or where my own safety is in danger due to political, religious, cultural persecution and war or post-war scenarios.

Optional field

Contrassegna solo un ovale.

☐ Yes

☐ No

14. I declare to have all the qualifications as requested by this call and to not be resident in Italy or to have performed my main academic activity in Italy for more than twelve months, even if not consecutive. *

Contrassegna solo un ovale.

☐ Yes *Passa alla domanda 15.*

☐ No

Academic details

In this section, you will be asked to provide the details of your institution, your institutional position(s), teaching and research fields; to upload your academic cv, along with the list of your publications and relevant teaching and research experiences.

Next section: *Organisation of your mobility as Visiting Professor at UniMC*

15. Name of your institution *

Please include full name and address; if relevant, add your belonging college/department/faculty/school.

16. Website of your institution *

17. Personal website

Optional field

18. Institutional position(s) *

(i.e. Full professor, Associate professor, Lecturer, Researcher etc.)

19. Status *

(i.e. Full professor, Associate professor, Lecturer, Researcher etc.)

Seleziona tutte le voci applicabili.

- ☐ I am active in my institution
- ☐ I am currently retired

20. Field of teaching and research *

21. European Research Council (ERC) Sector *

22. Broad fields of education in ISCED-F 2013 *

Seleziona tutte le voci applicabili.

- ☐ 00 – Generic programmes and qualifications
- ☐ 01 – Education
- ☐ 02 – Arts and humanities
- ☐ 03 – Social sciences, journalism and information
- ☐ 04 – Business, administration and law
- ☐ Altro: _____

23. Academic CV *

Please upload your academic CV; make sure it includes: a description of past and ongoing teaching activities; a list of scientific publications; evidence of the experience acquired in the context of funded European/international projects and participation as a speaker at conferences and/or seminars of international importance; a detailed description of ongoing research activities.

Only 1 file in any format is accepted; max 10 MB.

File inviati:

Organisation of your mobility as Visiting Professor at UniMC

In this section, you will be asked to specify your mobility preferences: duration, semester, hosting academic unit; if applicable, any existing agreement between your institution and UniMC.

Next section: *Teaching activity at UniMC*

24. Mobility type and duration *

Please select the duration option you prefer.

Contrassegna solo un ovale.

☐ Type A, 12 consecutive weeks

☐ Type B, 8 consecutive weeks

25. Semester of the a.y. 2024/2025 *

Please select the semester in which your mobility will held.

Contrassegna solo un ovale.

☐ First semester (September 2024 - February 2025)

☐ Second semester (February 2025 - July 2025)

26. To keep a balance between the positions awarded for each semester, the University of Macerata could modify the selected semester. Do you agree to any changes concerning the selected semester of mobility? *

Contrassegna solo un ovale.

☐ Yes

☐ No

27. Hosting structure at UniMC *

Contrassegna solo un ovale.

- ☐ Department of Economics and Law
- ☐ Department of Education, Cultural Heritage and Tourism
- ☐ Department of Humanities - Languages, Language Mediation, History, Letters, Philosophy
- ☐ Department of Law
- ☐ Department of Political Science, Communication, International Relations

28. Do you intend to work with a specific professor of the UniMC?

Optional field; if applicable, please type the full name of the professor.

29. Are you applying in the framework of an active agreement between your institution and the University of Macerata? *

Contrassegna solo un ovale.

- ☐ Yes
- ☐ No

Teaching activity at UniMC

In this section, you are asked to write a detailed proposal of your teaching activities at UniMC.

Next section: *Research proposal*

Teaching activity

TEACHING

**30. Teaching activity proposal ***

Please write your teaching activity proposal to be carried out during your stay at UniMC.

The proposal (max 800 words) should include: course name, number of hours (minimum 15 hours), educational outcomes, programme/syllabus, teaching methods, assessment methods, reference bibliography.

Research and project activity at UniMC

In this section, you are asked to write a detailed proposal of your research and project activities at UniMC.

Next section (last): *Motivation letter*

Research and project activity

RESEARCH

**31. Research proposal ***

Please write your proposal (max 800 words) of scientific research and project activity, to be carried out during your stay at UniMC.

Motivation letter

This is the last step to complete your application.

32. Motivation letter *

Please write your motivation letter (max 400 words), explaining the possible synergies that can be achieved with the University of Macerata, and any specific reference to the researchers or research topics of the University.

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