

Call For Incoming Visiting Professors  
and/or Scientists  
Academic Year 2025/2026

Deadline for submission of applications:  
**March 25<sup>th</sup>, 2026 12 noon**

## Sommario

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### **Art. 1 Purpose of the Call for Proposals**

The University Campus Bio-Medico of Rome (UCBM), with the aim of promoting collaboration with distinguished scholars and experts, other Italian and international universities, research centres and/or higher education institutions, companies, or other organizations, and in order to strengthen integration with national and international research institutions, enhance the quality of research activities and educational offerings, and reinforce its national and international network, launches a selection procedure aimed at financing the mobility for Incoming Visiting Professors and/or Scientists.

The selected Visiting Professor or Visiting Scientist will carry out teaching/training activities at the University as part of a course of study, PhD and/or specialization and/or Research and Third Mission activities. to be conducted between 7 April 2026 and 31 March 2027.

### **Art. 2 Eligibility Requirements**

Pursuant to the provisions of Article 23, paragraph 1, of Law 240/2010, highly qualified professionals may be selected if they belong to one of the institutions mentioned in Article 1 of this call for application and possess a significant scientific or professional curriculum. Are qualified as:

- **Visiting Professors:** Professors with high scientific qualifications affiliated with state or non-governmental universities.
- **Visiting Scientists:** Researchers and experts also from non-academic bodies/institutions with a remarkable scientific or professional track record.

Each candidate may apply for one of the following periods:

- Short stay: minimum 5 to 15 working days;
- Long stay: minimum 16 working days up to 3 months<sup>1</sup>.

The University ensures an appropriate gender balance, as required by the Gender Equality Plan (GEP) 2025, reserving 30% of the available positions for women researchers.

The mobility period cannot be interrupted. Travel expenses will be reimbursed for only one round trip from the candidate's home institution. The stay at UCBM cannot be shorter than 5 working days. Any modification to the duration of the mobility period must first be agreed upon with the UCBM reference Professor and subsequently authorized exclusively by the Evaluation Committee.

### **Art. 3 Submission of applications**

Interested applicants should send their applications to the email address [visitingprofessors@unicampus.it](mailto:visitingprofessors@unicampus.it) no later than **25 March 2026 at 12:00 noon**<sup>2</sup>, enclosing the following documents in PDF format and written exclusively in English:

- Application form, digitally completed and signed (Annex A);
- “Actions and Target” form, completed in collaboration with the UCBM reference Professor and signed by the latter (Annex B);
- Curriculum Vitae, dated and signed, maximum 10 pages, including:
  - a list of the 30 most significant publications;

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<sup>1</sup> Maximum duration of mobility, subject to the available budget.

<sup>2</sup> If funds remain available, a second application round may be opened.

- indication of any interdisciplinary integration and collaboration projects;
- Description of the activities to be carried out, including possible positive impact for UCBM;
- Copy of a valid identification document.

Applications will not be considered and therefore will not be evaluated if they are:

- submitted through methods other than those specified;
- submitted after the deadline;
- submitted by candidates not belonging to the categories described in Article 2;
- handwritten.

#### **Art. 4 Selection procedure**

The Commission for the Evaluation of Applications received, appointed by the Chancellor of the University, is made up of five voting members and a secretary taking the minutes, and is composed of the Vice-Chancellor with responsibility for Education as Chairman, a member appointed by each Departmental Faculty Council together with the Vice-Chancellor in charge of Research, and in addition a member of the Lecturer Personnel Management Office (Ufficio Gestione Personale Docente), as Secretary without voting rights.

The Commission evaluates the applications, awarding a maximum score of 100 points, according to the following criteria:

<b>No.</b>	<b>Criterion</b>	<b>Description</b>	<b>Max Score</b>
1	Scientific and professional profile	Evaluation of CV: scientific relevance, achievements, international publications and recognitions	0–45
2	Quality and innovation of proposed activities	Relevance, originality and potential impact of teaching/research activities	0–20
3	Consistency between profile and activities	Alignment between candidate profile and proposed activities to be carried out at UCBM	0–15
4	Capacity for interdisciplinary collaboration	Experience promoting multidisciplinary synergies	0–10
5	Social impact and Third Mission	Potential positive impact on society, territory and environment	0–5
6	Previous Visiting Professor calls awarded to the candidate	Number of times the candidate has been awarded a Visiting Programme grant at UCBM	0–5 Winner 1 time: 4 points Winner 2 times: 3 points Winner 3 times: 2 points Winner 4 times: 1 point Winner 5 or more times: 0 points

Only applications scoring at least 75 points are considered eligible. In case of a tie, priority goes to the candidate with the higher score in criterion 1 “Scientific and professional profile”. If still tied, priority goes to the younger candidate.

The ranking list, drawn up in descending order, will be published by **2 April 2026** at: [www.unicampus.it/bandovisitingprofessors](http://www.unicampus.it/bandovisitingprofessors). In the event of withdrawal, the ranking list will be advanced according to the order of merit of eligible candidates until the available funds are exhausted.

UCBM informs the Candidates, at the e-mail address indicated at the time of application, of the publication of the results of the selection so that they can promptly and independently verify what is published on the site.

At the end of the selection procedure, the Visiting Professor and/or Scientist is formally invited to sign a contract of coordinated and continuous autonomous collaboration free of charge.

#### **Art. 5 Reimbursement and travel expenses**

The Visiting Professor and/or Scientist is granted, upon presentation of the relevant documentation (tickets, detailed receipts and travel documents), strictly related to the performance of the activity and in respect of the expenses incurred by the Visiting Professor and/or Scientist excluding any accompanying person, a reimbursement for the following items of expenditure:

- a) Travel and transfers: for travel within the EU, the UK and Switzerland, up to a maximum of €1,000.00 (one thousand/00); for travel outside the EU, up to a maximum of €2,500.00 (two thousand five hundred/00); expenses related to local transport and taxis are included in the above-mentioned thresholds;
- b) Board and lodging:
  - up to a total of 7 days' stay (7th day included) maximum of €180 per day;
  - up to a total of 15 days' stay (15th day included) maximum of €160 per day;
  - up to a total of 22 days' stay (22nd day included) maximum of €140.00 per day;
  - up to 29 days' stay (29th day included) up to a maximum of €120.00 per day;
  - from the 30th day onwards, a refund of €100.00 per day.

The above-mentioned maximum amounts are calculated starting from the first day of stay. Without prejudice to the provisions set out under point (a), for candidates who have obtained the maximum score (45 points) under criterion 1 “Scientific and professional profile” and who possess a profile of high and recognized scientific or academic prestige at the national or international level, with an established career demonstrated by leadership roles in the fields of Education, Research and/or national and/or international Scientific Cooperation, the daily maximum amounts for board and lodging are determined as follows:

- up to 15 days in total (including the 15th day): maximum €200.00 per day;
- up to 30 days in total (including the 30th day): maximum €180.00 per day;
- up to 90 days in total (including the 90th day): maximum €150.00 per day.

For the purposes of applying the above-mentioned maximum amounts, having held at least one of the following positions constitutes a preferential requirement:

- Director of a university department, research center and/or scientific institute of national or international relevance;
- Principal Investigator (PI)/Coordinator in competitive international research projects;
- Recipient of academic recognitions or international awards;
- Individual who has held governance roles in academic or research institutions.

Reimbursement is granted exclusively for stays within a radius of 60 km from the University's address, within the limits of the maximum amounts indicated above.

For reimbursement purposes, expenses incurred from the day preceding the performance of the activity until the day following its completion are eligible.

In order to be reimbursed, expenses must be paid using traceable payment methods (credit or debit card, ATM/debit card, cheque, bank transfer, or payment apps). Expenses paid in cash, or those made using traceable payment methods but without the corresponding POS receipt, will not be eligible for reimbursement.

#### **Art. 6 Application procedure for entry visa and residence permit**

For Incoming Visiting Professors and/or Scientists who must apply for an entry visa or residence permit, the The Lecturer Personnel Management Office (Ufficio Gestione Personale Docente) provides support and ensures the sending of the invitation letter signed by the Rector. For further information about visa requirements, consult the Italian Ministry of Foreign Affairs website: [vistoperitalia.esteri.it/en](http://vistoperitalia.esteri.it/en)

#### **Art. 7 Insurance Coverage**

The University provides insurance coverage for accidents and third-party liability, in the context of the performance of the assignment, in accordance with the terms of the regulations in force.

#### **Art. 8 Rights and Duties associated with Incoming Visiting Professor and/or Scientist Status**

Incoming Visiting Professors and/or Scientists who carry out activities in the laboratories exposing themselves to chemical, biological, physical, mechanical, radiogenic, etc. risks are subject to the procedures set out in Law 81/08 on safety in the workplace, at the University's expense.

The aforesaid Incoming Visiting Professor and/or Scientist shall be included, if provided for, in the compulsory training program pursuant to the regulations in force. For this purpose, the Lecturer Personnel Management Office (Ufficio Gestione Personale Docente) communicates the names to the competent Offices, for the enrollment in the compulsory training program.

The Incoming Visiting Professor and/or Scientist is required to:

- carry out his or her activities according to the teaching and/or research and third mission program agreed upon with the relevant departmental faculty;
- adhere to the principles contained in the [Charter of Purposes](#) and the provisions of the [Code of Ethics](#).

Within 15 days from the end of the mobility period, the Visiting Professor and/or Scientist must send to the e-mail address [visitingprofessors@unicampus.it](mailto:visitingprofessors@unicampus.it), a final report, countersigned and possibly supplemented by the referring UCBM professor, on the activities carried out, with particular reference to the contribution that the Visiting Professor's and/or Scientist's activity has provided to the University's internationalization process. The submission of this documentation is binding for the purposes of reimbursement of expenses.

#### **Art. 9 Protection and processing of personal data**

Protection and processing of personal data in accordance with the provisions of the [Regulation 2016/679/EU](#) (hereinafter also only "EU Regulation"), Legislative Decree no. 196 of 30th June 2003 (hereinafter also called only "Privacy Code"), and subsequent amendments and additions, as well as Legislative Decree no. 101 of 2018, we inform you that all personal data referring to

Visiting Professors and/or Scientists, whether Candidates or Winners, provided by them when participating in this call for applications or otherwise acquired for this purpose by UCBM, shall be processed by the latter, as Data Controller, in compliance with what is precisely specified in the information on the processing of personal data as per art. 13 of the EU Regulation.

In particular, personal data referring to the Candidates concerned shall be processed solely for the purposes of the execution and management of this call for applications and in a manner instrumental to the execution of the same, as well as to comply with any legal or regulatory obligations, Community legislation and/or deriving from provisions of the Watchdog Authority for the protection of personal data. This is without prejudice to the processing of personal data necessary to meet any defense, judicial and extrajudicial requirements. Personal data will be processed, by manual and/or automated and computerized means, in accordance with principles of lawfulness and fairness and in such a way as to protect the confidentiality and rights of the Candidates concerned, in compliance with adequate security and data protection measures, including sensitive data or data disclosing health status, as provided for by the Privacy Code and the EU Regulation. The personal data of the interested parties will be processed by the staff of UCBM, appointed for this purpose and expressly authorized pursuant to Articles 29 of the EU Regulations and 2m of the Privacy Code, as well as by any service providers strictly related and functional to UCBM's activities, specifically appointed as data processors pursuant to Article 28 of the EU Regulations, in the manner and to the extent necessary to pursue the aforementioned purposes, including in the event of any communication to third parties. As regards the possible transfer of the personal data of the Candidates concerned to third countries outside the European Economic Area (EEA), UCBM hereby informs that any processing shall be disciplined in compliance with the legislation and on the basis of the provisions of Chapter V of the Regulation, in compliance with recommendations 2/2020 of the European Data Protection Board. The Candidates concerned are recognized the rights set out in Articles 15 et seq. of the aforementioned Regulation, as well as the right to lodge a complaint with the Watchdog Authority, as provided for by Article 77 of the Regulation itself, or to take legal action (Article 79 of the Regulation), through the methods indicated in the specific information notice pursuant to Article 13 of the EU Regulation provided by UCBM.

#### **Art. 10 Information and Contact**

This document is only the translation of the call for proposals issued by the Rector's Decree on March 5th, 2026 no. 81/2025 for Incoming Visiting Professors and/or Scientists, Academic Year 2025/2026. The Italian version is the official document regulating this call. The document written in English has no legal value. In case of conflicting issues between the English and the Italian version, the Italian version prevails.

Lecturer Personnel Management Office (Ufficio Gestione Personale Docente)

Via Álvaro del Portillo, 21 - 00128, Rome. PRABB building, floor 0

Tel. (+39) 06.22541.9085/8124/9060

E-mail: [visitingprofessors@unicampus.it](mailto:visitingprofessors@unicampus.it)

**UCBM APPLICATION FORM**  
**INCOMING VISITING PROFESSORS AND/OR SCIENTISTS**

**1. Visiting Professor/Scientist information**

Surname	
Name	
Date of birth	
Gender	Male <input type="checkbox"/> Female <input type="checkbox"/>
Nationality	
Home Institution	
Academic Title	
Research Area of interest	
Topics for lectures and/or seminars	

**2.** Period of stay (no less than 5 days)    arrival \_\_\_/\_\_\_/\_\_\_    departure \_\_\_/\_\_\_/\_\_\_

**3.** Previous stay at Università Campus Bio-Medico di Roma:

Yes     (insert the number of years)    No

If yes, as:  Student         Lecturer         Visiting Professor/Scientist         Employee

**4.** Please specify the research partner/supervisor at Università Campus Bio-Medico di Roma:

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**5.** Please, send the signed application to [visitingprofessors@unicampus.it](mailto:visitingprofessors@unicampus.it) and enclose the following documents:

- a. Actions and target form, completed in collaboration with and signed from your UCBM research partner/supervisor;
- b. Curriculum Vitae, dated and signed, up to a maximum of 10 pages, including:
  - i. a list of the 30 most significant publications;
  - ii. an indication of any interdisciplinary integration and collaboration projects;
- c. Description of the planned activities, highlighting any potential positive impact for UCBM.
- d. Copy of a valid ID/Passport.

**6.** Authorization

I authorize UCBM, according to the Articles 13 and 14 of EU General Data Protection Regulation to use the above information for University purposes:

Yes                       No

Date

\_\_\_\_\_

Applicant signature

\_\_\_\_\_

**Actions and Targets**

<b>UCBM Strategic Plan Action</b>	<b>Target</b>	<b>Notes and description</b>

Date

\_\_\_\_\_

Candidate's signature

\_\_\_\_\_

UCBM Professor's signature

\_\_\_\_\_