

UVIC-UCC PREDOCTORAL RESEARCH FELLOWSHIPS

Call. Academic year 2020-2020

1. Purpose of the call

The University of Vic - Central University of Catalonia, hereafter UVic-UCC, has opened a call for five (5) predoctoral research fellowships for the academic year 2020-21 to award grants to new research staff who will pursue doctoral studies at UVic-UCC, leading to a doctoral thesis.

To prepare their doctoral thesis, new research staff will join a UVic-UCC research group that is undertaking an ongoing, funded research project in a department associated with the doctoral programme.

2. Structure

The fellowship covers the three-year research period of doctoral research, with a renewable contract that is evaluated every year.

Fellowship renewal for the following year is conditional on a positive evaluation of the thesis project by the Academic Committee for the Doctoral Programme in which the beneficiary is enrolled, and depends on available funds.

3. Beneficiaries

Beneficiaries must:

- a) Meet one of the admission requirements for the doctoral programme stated in Article 6 of Spanish Royal Decree 99/2011 (28 January), which regulate official doctoral studies.
- b) Have completed the studies required to access the doctoral programme between 1 January 2018 and the date of submission of the application to this call.
People may also participate in this call if they met the requirements to access the doctoral programme from 1 January 2015 and, between 1 January 2015 and 31 December 2017, they experienced one of the following situations after having completed their studies to enter the doctoral programme:
 - They had been on a period of maternity leave.
 - They had been caring for children under six years old or people with a physical, mental or sensory disability who are legally recognized as dependent on the beneficiary and require special attention.
 - They had suffered from a serious illness or accident requiring major surgery or treatment in a hospital that caused temporary incapacity to work or carry out the person's normal activity for a continuous period of at least six months. This excludes minor surgery and outpatient surgery and rehabilitation treatments carried out outside the hospital system.
- c) Be admitted to and enrolled for a UVic-UCC doctoral programme for academic year 2020-2021 at the time of acceptance of the predoctoral fellowship.
- d) The minimum average grade of the academic record for the bachelor's degree or equivalent qualification and the master's degree must be 6.5 or higher (on a scale of 0 to 10), calculated in accordance with the criteria specified by Royal Decree 1125/2003 (5 September) establishing the European credit system and the grading system for official university qualifications valid throughout Spanish territory, or in accordance with the calculations and declarations of equivalence described in these rules.

If the studies have been completed within the Spanish university system and the grade of the academic record uses a scale of 0 to 4, the average shall be calculated in accordance with the model for the Declaration of the average grade that will be provided by the Doctorate Office to those who request it.

In the case of studies completed abroad, the average grade of the academic record must be calculated according to the provisions in existing resolutions of the Ministry of Education and Vocational Training on the equivalence of average grades (<http://www.educacionyfp.gob.es/eu/servicios-al-ciudadano/catalogo/gestion-titulos/estudios-universitarios/titulos-extranjeros/equivalencia-notas-medias.html>).

- e) The applicant's doctoral thesis must be part of (or related to some aspects that favour the undertaking of their doctoral thesis and research training) either an ongoing, funded research project or an agreement/contract for research or knowledge transfer with a public or private company that is worth at least 24,000 euros at the time of the application. UVic-UCC must be listed as the beneficiary of the research project or the agreement/contract for research or knowledge transfer and the thesis supervisor must be either the principal investigator or a member of the research group. If the candidate is undertaking their thesis project in an inter-institutional group, the research projects and agreements in which the other institution is listed as beneficiary shall also be taken into account.

The following are not considered competitive research projects or agreements/contracts for research and knowledge transfer: grants to support research groups (SGR) of Catalonia or grants aimed at the incorporation of research staff.

- f) Not have received a research grant of a similar nature for a period of over twelve months by the deadline for submission of applications.
- g) Not hold a PhD.

4. Duration

The predoctoral fellowships can be renewed annually once or twice up to a total duration of 3 years from the date of incorporation.

The contract, and therefore the predoctoral fellowship, will expire when the thesis has been presented. To this end, the date of presentation of the thesis is the date of its public defence.

The contracts must begin no later than 1 February 2021.

All contracts must begin on the first day of the month.

5. Remuneration

The fellowships that are awarded include a salary and employer social security contributions for the recruited researcher in training. Employer social security contributions will be calculated according to current rates for each year.

The fellowship salary for the first and second year, for academic year 2020-2021, is €17,150.70 gross per annum. The salary for the third year will amount to € 17,406.48 gross per annum. Fifteen instalments will be paid in proportion to the time worked. Payment is made at the end of each month, starting from when the beneficiaries submit the acceptance form, along with the documents stipulated in Section 13 of this call.

6. Applications and documentation

Candidates must use the standard form to apply for the fellowship, endorsed by their thesis supervisor. Applications must not exceed the set number of sheets, and must include the following documents:

- a) Curriculum vitae of the candidate
- b) A certified copy of the candidate's academic record that indicates the average grade on a scale of 0 to 10 and certified copies of the qualifications for entry to the doctoral programme.

In the case of studies completed abroad, candidates must attach the declaration of equivalence of the average grade of the academic record, as established in point 3.d) of these rules.

If the average grade of the academic record is on a scale of 0 to 4, candidates must request the Declaration of the average grade form (oficinadoctorat@uvic.cat)

- c) An application certificate for the doctoral programme or enrolment for the 2020-2021 academic year.
Applicants who have not yet enrolled may request an application certificate (oficinadoctorat@uvic.cat), which is a document indicating that the applicant has undertaken to enrol in the current academic year if they meet the access requirements, in accordance with current law and regulations.
- d) A grade report of the thesis supervisor, available at: *Virtual Campus / U-Recerca (GPC) / Update my data / Grade report*.
- e) Data on the thesis supervisor's research group: You must attach the list of competitive research projects, knowledge transfer projects and doctoral theses (defended and ongoing) for the last five years.
- f) If relevant, a copy of any applications submitted during the academic year to competitive calls for predoctoral fellowships.
- g) If applicable, a copy of the document certifying the exceptional situations referred to in point 3.b) of these rules (had been on a period of maternity leave; had been caring for a child under six years old or people with physical, mental or sensory disabilities who are dependent on the beneficiary and require special attention; or had suffered a serious illness or accident with medical leave equal to or greater than six months).

If all these documents were submitted in a previous call and there are no changes, the applicant does not need to attach them to the application form again.

Candidates can only submit one application.

Each thesis supervisor can only appear as such in one application.

Applications must be submitted online to the Doctoral College (oficinadoctorat@uvic.cat).

7. Deadline for submission of applications

The period for submitting applications is from **22 October to 12 November 2020**.

8. Evaluation and selection

The evaluation and selection criteria are:

- a) **Academic record: maximum four (4) points.**
Bachelor's degree, or equivalent, and master's degree academic records will be taken into account.
The points are calculated as follows:
The weighted average grade for the bachelor's degree studies or equivalent qualification is worth 80% and the weighted average grade for the master's degree is worth 20%. If a candidate is admitted to doctoral studies without the need to take a master's degree, only the average grade of the academic record for the bachelor's degree or equivalent qualification will be considered, and worth 100%. If the candidate has taken more than one university degree or more than one master's degree, only the average grades of the courses that are most closely related to the doctoral programme and the master's degree used to access the doctoral studies will be considered.
- b) **Candidate's curriculum and other merits: maximum one (1) point.**
Including the papers published, degree prizes, research centre visits, etc.

- c) Sources of funding and training capacity in research, development and innovation of the research group that the candidate will join, based on the last 5 years: maximum two (2) points.
The competitive research projects and supervision of doctoral theses shall be assessed according to criteria for assessing the curriculums of teaching and research staff for internal calls at the UVic-UCC.
- d) Curriculum vitae of the doctoral thesis supervisor: maximum 2 points.
The criteria for assessing the curriculums of teaching and research staff for internal calls at the UVic-UCC shall be taken into account.
- e) Submission by the candidate of applications to any official competitive calls for predoctoral fellowships and grants: **0.25 points.**
- f) If the application is linked to a group, supervisor or supervisors of the thesis who have not obtained a UVic-UCC grant in the last call: 0.75 points.

9. Assessment committee

Applications will be reviewed by the UVic-UCC Research Commission, acting as the assessment committee with binding decision-making powers.

10. Renewal and follow-up monitoring

The renewal of the fellowships will be conditional on a positive assessment of the thesis project by the Academic Committee for the relevant doctoral programme. Fellowships may be renewed once or twice successively, depending on available UVic-UCC funds.

11. Calendar for adjudication

Awards will be adjudicated and published within eight weeks of the deadline for submission of applications.

12. Publication of awards

Awards will be published in the UVic-UCC Virtual Campus, and all candidates and their thesis supervisors shall be notified by email.

Interested parties may appeal within seven calendar days, from the day following the publication of awards in the UVic-UCC Virtual Campus, addressing themselves to the Chair of the Research Commission.

13. Acceptance of awards

Beneficiaries shall inform the Doctoral College that they accept the award by the deadline set in the call for applications.

In addition to the acceptance form, they should submit:

- a) A copy of their identity card or passport
- b) A copy of their enrolment for thesis supervision on a doctoral programme at UVic-UCC
- c) Their social security number
- d) Bank details

14. Rights and duties of the parties

By accepting the fellowship, beneficiaries will enjoy the following rights:

- a) Payment corresponding to the fellowship, as set out in Section 5 of this call.
- b) Help and support of UVic-UCC to pursue their doctoral studies.
- c) Use of UVic-UCC services and participation in UVic-UCC activities, in accordance with the university's internal regulations.

By accepting the fellowship, beneficiaries agree to comply with the following duties:

- a) Join the corresponding research group or centre to carry out the activities specified in the doctoral programme or in research training, meet the objectives of the training programme, and follow the guidelines established by the thesis supervisor.
- b) Respect UVic-UCC internal regulations.
- c) Annually complete the enrolment for thesis supervision of the doctoral studies.
- d) Request authorisation from the Vice-Rectorate for Research and Knowledge Transfer for any change in circumstances or academic placements that might affect the fellowship.
- e) Perform duties as a teaching assistant, as specified in Section 16.
- f) Ensure that all scientific output deriving from the thesis project complies with the regulations for authorship of scientific publications by UVic-UCC teaching staff, and includes the words: "With the support of a University of Vic - Central University of Catalonia predoctoral fellowship".
- g) Provide all information requested by UVic-UCC authorities and submit to UVic-UCC verification and monitoring procedures.
- h) Present the thesis during the period covered by the fellowship, or within six months of completion of the third year of the fellowship.
- i) Take part in future calls for research training grants from the Spanish Ministry of Science and Innovation, the Government of Catalonia and the European Commission, and calls of other organisations and entities that are published in subsequent academic years. Renounce the financial remuneration of the UVic fellowship, if such a grant is awarded. Non-compliance with this requirement will result in immediate suspension of the fellowship.
- j) Comply with the specific rights and obligations in research of researchers undergoing predoctoral training set out in Spanish Royal Decree 103/2019 of 1 March, which approved the Statute of Research Staff Predoctoral Training.

Violation of any of these obligations will lead to withdrawal of the fellowship and therefore finalization of the contract.

For its part, UVic-UCC undertakes to perform the following duties:

- a) Provide credentials corresponding to research staff in training.
- b) Formalise contracts corresponding to research staff in training, in accordance with current legal requirements.
- c) Provide the necessary support to research staff in training, through their thesis supervisor, tutor and research group, and facilitate use of equipment and facilities necessary for normal activity.
- d) Ensure suitable operation of the UVic-UCC predoctoral fellowship programme.
- e) Issue a certificate of teaching activities carried out by research staff in training during the contract period.

15. Fellowship incompatibilities

The status of research staff in training in this programme is incompatible with any contracts or statutory relations and other grants that might affect exclusive focus on research work. In the event of incompatibility, UVic-UCC will revoke the fellowship.

Payment may be authorised for teaching activities (courses, lectures) or research activities (books, articles) directly related to the research undertaken by researchers in training, provided such activities are sporadic.

Earnings from these activities shall not exceed 30% of the full annual amount of the contract. In any event, permission must be sought from the Vice-Rectorate for Research and Knowledge Transfer.

Award of a predoctoral fellowship does not establish any UVic-UCC commitment for subsequent incorporation of the beneficiary as a member of staff at the University.

16. Teaching activity

By accepting the fellowship, the beneficiary agrees to participate during the period of the grant in a programme of collaboration in teaching activities, for training purposes, for up to 60 hours annually and a maximum of 180 hours in total.

Doctoral students will provide assistance in supervised activities, practicals, tutorials, etc., but in no case will they have responsibility for an academic subject or its organisation and these tasks must not interfere with the development of their research project.

All teaching activities shall be certified by the relevant departments, so that they can be included in the trainee researcher's curriculum vitae.

Vic, 20 October 2020

Jordi Collet Sabé

Vice-Rector for Research and Knowledge Transfer

Chair of the Research Commission