CALL FOR APPLICATIONS FOR FPI-UPC RESEARCH GRANTS FOR DOCTORAL THESIS TO BE UNDERTAKEN IN THE UPC 2010

1. Objectives

The purpose of this call for applications is to encourage research by awarding scholarships which will enable the selected candidates to dedicate themselves exclusively to studies leading to a doctorate.

The scholarships will be awarded to suitable candidates registered at an officially recognised university in a master programme which will lead on to a doctoral programme or a doctoral programme within the UPC; the final objective being the completion of a doctoral thesis.

2. Research Grants: Modalities

24 FPI-UPC grants will be awarded to first and second cycle or second cycle graduates from any officially recognised university who have formalised, at the time of applying for the grant, registration for a master programme leading to a doctoral programme or have registered for a doctoral programme in the UPC. Graduates from foreign universities must have completed the second cycle of a degree and will have to have their qualification officially approved in order to be eligible for the grant. A minimum of 12 of the 25 scholarships will be awarded to UPC students.

The scholarships will be wholly financed by the UPC budget provisions 481.00/GEN which was set aside for this purpose in 2010 and the following academic years.

3. Duration and structure of the scholarships

In accordance with the norms in the Royal decree 63/2007, 27 January, these scholarships have a maximum duration of 48 months. They are divided into 2 parts, as established in the statutes established for research personnel.

The first stage has a duration of 2 years. The objective of this period is to attend doctoral classes and on completion, a document stating the student has reached the required level will be issued.

The second stage lasts for a maximum of 2 years in which the student will sign a contract with the university, providing the following requirements have been met: that the candidate received a grant for 24 months and has been issued with a document evaluating his/her research work that s/he is in possession of the legal permits required to be contracted by the university. The objective of this second stage is to complete the doctoral thesis.

Initially the grant will be awarded for one year. This period will be prolonged if a positive report on the student’s progress and research is provided by the supervisor and/or tutor of the thesis. This report must also be approved by the director of the centre where the student is registered. The scholarship will then be extended to a maximum of 48 months unless:

- The candidate has/had previously been awarded other similar scholarships. In this case the length of time those grants were awarded will be deducted.
- The candidate is unable to provide an evaluation report before the deadline expires at the end of each academic year.
- The report is negative. In this case the grant will be revoked.
- The student is awarded the title of doctor within the first stage of scholarship. In this case s/he will receive the full 24 months but under no circumstances can s/he continue on in the next stage. If however, the student is awarded the title of doctor within the second stage, the full and remaining grant will be awarded.
The scholarship holder is not in a position to meet the conditions established at the end of the first period; s/he will be given a maximum of 6 months to meet these demands. During this 6-month period there will be no grant and nor will s/he be eligible for this missing amount at any time there afterwards. If after 6 months the candidate is still unable to meet the established prerequisites, s/he will no longer be eligible for the grant.

University is under no obligation to offer employment or otherwise to any candidate merely for having received a research grant.

4. Amounts

The grant is distributed in three concepts:

- Income
  - 1.142 Euros gross month during the grant period. This will be paid at the rate of 12 payments per year
  - 1.173 Euros gross month during the time the scholarship holder is under contract.
    This will be paid at the rate of 14 payments per year plus two extraordinary payments in June and December as laid down in the statutes for Teaching and Research Personnel for Catalan Universities which belong to the public sector. It must be remembered that once contacted, the employee has the right to future extraordinary payments. For this reason it must be made clear that the first extraordinary payment may not be in full. All figures are gross and will be taxed at the established rate.
  - These amounts will be reviewed for 2010 by the FPU and the MED.

- Registration fees for post graduate studies (official masters and doctorates) and the tutoring of the thesis. This particular part of the grant will only be available for first-time credit registration. Taxes, academic fees or fees for 32 or more credit courses for doctoral programmes (Royal decree 778/98) are not covered. Nor are those courses which award 60 or more ECTS, which is the case of official masters during the scholarship period. Those candidates selected who join the programme in the second quadrimester can claim the registration fees for the first quadrimester of the same academic year. They cannot, however, claim for fees paid in previous years.

- The proportion of the costs and quotas paid by the UPC to the Social Security system.

5. Application Prerequisites

Candidates must meet the following requirements in order to be considered for selection:

a) The candidate must be able to prove that s/he is currently registered in a doctoral programme or official master programme leading to a doctoral programme.

b) The candidate should have graduated on or after 31.12.2006 from a degree which permits him/her to follow on with her/his studies in a doctoral programme. However, candidates who finished before 31.12.2006, but have been enrolled in an Erasmus Mundus programme at our university through which they have been admitted to a doctoral programme, can also apply.

c) The final degree mark for applicants must be equal to or above 1.6 (on a scale of 1-4)

d) Persons already in possession of a doctorate cannot apply.

e) Each tutor or thesis supervisor may only appear once in any of the applications submitted. If this prerequisite is not met, it will entail the exclusion of all applications authorized by that same teacher.

All aspiring candidates must apply for any grants issued by the Ministry of Education (FPU-MED) and the autonomous Government of Catalonia (FI-B) for university teacher training purposes during each academic year. The candidates will also ensure that they meet the prerequisites laid down in these grant calls. Additionally, the candidates are responsible for applying for any
other grant or scholarship which may be published. If they are then awarded one of these scholarships, the UPC grant will automatically be cancelled. If this requirement is not met the grant awarded will be terminated immediately.

The UPC promises to contract for a period of one year any person in possession of a FPI-UPC grant who has later been awarded an FI grant.

If a selected candidate refuses the grant, or for any other reason is unable to accept it up until 31/12/2010, the next candidate on the waiting list will be offered the scholarship, providing funds permit.

6. Applications.

Application forms are available at http://www.ctt.upc.edu/ and candidates should complete and send all forms via this address. The application form includes a legally binding declaration that all information included is correct. Once completed, the form should be printed and signed by the candidate’s supervisor or tutor and then either presented before 9 July at one of the UPC registry offices or through any of the other channels specified in article 38.4 of the law 30/1992, 26 November, later modified by the law 4/1999. The following documents should accompany all applications:

- Self –assessment of the academic transcript, following the standards and the criteria detailed in annex 2.
- A certificate which proves the applicant has been admitted to a post graduate programme on or after 31/12/2006

All forms and models of the documents necessary to apply, along with the instructions are available at http://www.ctt.upc.edu/

7. Selection process: 1

Once the application deadline has expired, a provisional list indicating the candidates who have been selected and those who have been rejected will be published at http://www.ctt.upc.edu/ Reasons will be given to those candidates who were not selected. These candidates then have 10 days, starting on the first day after the list is published, to lodge their protests or provide any other information they deem appropriate to ask for their application to be reconsidered. The forms for completing this process are available on the Web. The claims should be presented at any of the UPC registrar offices or through any of the channels specified in article 38.4 of the law 30/1992, 26 November, later modified by the law 4/1999 and should be addressed to The Research and Labour Support Department (Unitat d’Assessorament I Suport Laboral a la Recerca). After the deadline has expired, the vice-rector for academic personnel will assess all protests and afterwards a definitive list with the names of those candidates accepted and those rejected will be published. This list will be considered definitive (in accordance with article 59.9 of the law 630/1992, 26 November later modified for law 4/1999 13 January) once it is published on http://www.ctt.upc.edu/

8. Selection Process: 2

A list of selected candidates by order of priority and merits will be published on the Web once the applications have been assessed following the criteria laid down in annex 1. Candidates then have 10 days from the day after the publication to lodge any claims they may have at one of the UPC registrar offices or through any of the channels specified in article 38.4 of the law 30/1992, 26 November, later modified by the law 4/1999. When this deadline expires and all allegations have been assessed, the provisional list will be brought before the Research Committee and the Governing Council for approval.

9. Starting Dates.
Within a maximum of 5 days from the publication of the list, the selected candidates will have to present the following documents:

- An original copy of the degree certificate or confirmation of payment for this certificate. This does not apply to students who have graduated from the UPC.
- Official certificate that states the studies which entitle the candidate to register for a post graduate programme. The number of credits awarded to each subject (or if not possible, the number of hours studied) must be indicated on this certificate. This does not apply to UPC graduates.

It will be understood that those candidates who do not present the required documents have declined the grant.

Candidates who give incomplete or incorrect information or are not registered in a doctoral or master programme will surrender all rights to the grant and it will be awarded to the next person on the list.

The candidates who have been selected have one month from the date when the grant concession was published to present themselves. If they do not, it will be understood that they have declined the grant. The vice rector for scientific research will assess any petitions submitted at a later date if they are sufficiently valid.

10. Factors to be taken into consideration

Candidates who have been awarded the grant must:

a) Remain registered in the post graduate programme for the length of the scholarship. State on all written work submitted the following “Amb el suport de la Universitat Politècnica de Catalunya( UPC)” (With the support of the Technical University of Catalonia( UPC).

b) Inform the “Unitat d’Assessorament I Suport Laboral a la Recerca” (The Research and Labour Support Department) in writing if they intend renouncing the grant at least 15 days before the deadline.

c) Provide all information and documents required and accept any control measure imposed by the UPC.

e) Insure that the thesis supervisor is connected to the UPC in any of the ways defined in the Statutes. The thesis must be completed, read and presented in the UPC.

f) Have an understanding of either Catalan or Castilian while s/he is under contract.

11. Teaching Activities.

The selected candidate may carry out teaching duties during the initial scholarship stage providing an agreement is reached between the person receiving the grant and the director of the centre where this person is carrying out his/her research. Accepting the scholarship automatically implies that researchers will carry out teaching activities, however, during the period when they are under contract.

In neither period can the candidate be expected to teach in excess of 60 hours per year. Nor will s/he be held responsible for designing teaching programmes.

12. Intellectual and Industrial Property Rights and Dissemination of Results

The receiver of the grant is entitled to enjoy intellectual property rights, including those of industrial rights derived from his/her research activity in accordance with the current law and the UPC’s own policies:

- RD 63/2006, 27 January Article 5 e) and f) from the Statute for Research personnel.
13. Incompatibility.

The post of intern on this programme is totally incompatible with any contractual links or statutes elsewhere which would prevent the intern from dedicating him/herself to full time training and research. At all times the intern must respect the law 21/1987, 26 November on incompatibilities for personnel working for The Generalitat in local administration. The only exceptions to the above are:

- Sporadic teaching activities related to the intern’s field of research.
- Allowances to cover expenses at conferences, meetings or scientific congresses.
- Grants for short stays or transport allowances awarded by either public or private bodies, either national or foreign, related to his/her field of research.

14. Call for Grant Applications Schedule

| Approval of the grant call by the Research Commission | 26/06/2010 |
| Approval of the grant call by The Governing Council | 09/06/2010 |
| Publication of the call | 10/06/2010 |
| Application Deadlines | 09/07/2010 |
| Provisional list of candidates accepted and rejected | 15/07/2010 |
| Right to recourse | 16-25/07/2010 |
| Definitive list of accepted and rejected candidates | 30/07/2010 |
| Evaluation of Candidates | 1-9/09/2010 |
| Publication of provisional list by order of merits | 10/09/2010 |
| Right to recourse | 11-20/09/2010 |
| Approval of merits by the Commission for Personnel and Social action | Pending |
| Approval of the definitive resolution by The Governing Council | Pending |
| Publication of the definitive list by merits | Day following Governing Council’s meeting |
| Presentation of all documents by selected candidates | 5 days |
| Verification of these documents | 5 days |
| Starting dates for selected candidates | 1 month maximum after the date of the GC |
ANNEX 1

EVALUATION CRITERIA

1. Self-Assessment of the candidate’s academic record – maximum 4 points

Evaluation of the candidate’s academic record will include the completed studies which have permitted the candidate to follow an official postgraduate programme. This implies completed undergraduate degree programmes.

If the candidate studied these programmes individually or in different institutions the final mark will be the average divided by the number of credits on each transcript.

The following should be taken into a consideration when evaluating the records:
- Only those courses through which the candidate has been able to access official postgraduate studies will be taken into consideration. In the event of a candidate accrediting that he has accessed official postgraduate studies by passing 60 ECTS through a master programme which is still not complete then these ECTS will not be considered in the evaluation.
- To be eligible for the grant, 90% of this mark will be calculated based on the overall average mark obtained in order to be accepted on a doctoral or master programme. The remaining 10% will be based on all other studies required. This is based on the criteria established within the framework of the current Research and Innovation Plan in Catalonia.

a. Final Mark on Academic Record for First and Second cycle Study Programmes for Candidates Graduating within Spain

This mark will be calculated in accordance with the criteria described in the royal decree 1267/1994, partially modified by the royal decree 1044/2003.

All validated or recognised subjects will be evaluated according to their original mark, providing the candidate presents his/her academic transcript where the original mark which allowed for the validation in the first place is clearly indicated. The number of credits will be those stated on the academic record.

b. For Students who Graduated outside Spain

The average mark in these cases will be processed in accordance with the table of equivalents approved by the AGAUR and university representatives.

c. Weighting of the Candidate’s Academic Record.

The University’s current policy is to weigh qualifications depending on where they were issued. The necessity to apply these factors will be determined by the countries and universities of origin and whether there is sufficient representation. If this process is necessary, the factors used to determine the weights will be published at the same time as, and along with, the provisional resolution.

The following formula will be applied in order to assign points to each application in a standardized way and for each of the factors to be evaluated.

\[
Punts_f = Pes_f \cdot \left( \frac{Valor_f - Min(Valor_f)}{Max(Valor_f) - Min(Valor_f)} \right)
\]

The top 5% and the bottom 5% points will be excluded in order to avoid misleading results. The top 5% will be given the highest score and the bottom 5% the lowest.
2. **Quality scientific research contrasted against the EDP for research groups active in the last three academic years in which the tutor or supervisor of the thesis was involved. Maximum score 1 point.**

The number of PAR type 1 per average EDP points awarded in the last three available academic years for the research group will be taken as an indicator of contrasted quality scientific research. The only points accepted will be those published in the PAR and PATT report approved by the Governing Council.

The following formula will be applied in order to assign points to each application in a standardized way and for each of the factors to be evaluated.

\[ \text{Punts}_i = \text{Pes}_i \cdot \left( \frac{\text{Valor}_i - \text{Min(Valor)}}{\text{Max(Valor)} - \text{Min(Valor)}} \right) \]

The top 5% and the bottom 5% of points will be excluded in order to avoid misleading results. The top 5% will be given the highest score and the bottom 5% the lowest.

3. **Number of grant – financed members in any research group – maximum score: 1 point.**

Value will be given to the fact that the tutor or thesis supervisor belongs to a research group. To encourage the maximum number of research groups, the maximum number of candidates benefitting from a grant in each group will be limited, in function of the EDP of each group. This criterion will be applied after the evaluation of all the criteria in accordance with the following scale of points awarded.

<table>
<thead>
<tr>
<th>Awarding of points determined by candidates per group and group volume</th>
<th>Groups (\leq 10) EDP</th>
<th>10 EDP (&lt;) Group(\leq 20) EDP</th>
<th>Groups(&gt;20) EDP</th>
</tr>
</thead>
<tbody>
<tr>
<td>Candidate 1 in research group</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Candidate 2 in research group</td>
<td>0,8</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Candidate 3 in research group</td>
<td>0,6</td>
<td>0,8</td>
<td>1</td>
</tr>
<tr>
<td>Candidate 4 in research group</td>
<td>0</td>
<td>0,6</td>
<td>0,8</td>
</tr>
<tr>
<td>Candidate 5 in research group</td>
<td>0</td>
<td>0</td>
<td>0,6</td>
</tr>
<tr>
<td>Candidate 6 in research group</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

4. **Mention of Quality in Doctoral Programme**

If the programme within which the candidate intends to develop his/her doctoral thesis has received a current mention of quality from the Ministry of science, it will be taken into account. The results from the 2009 Quality Mention call will be used as a benchmark. However, if the 2009 results are still unavailable when the provisional list for this application call is published, then the results issued for 2008 will be used. The following shows the value accorded to these mentions:

- **Current Quality Mention:** 1 point
- **Inexistent or expired Quality Mention:** 0 points.