

REGULATIONS OF THE PROGRAMME OF GRANTS FOR TRAINEE RESEARCHERS OF THE UNIVERSITY OF GIRONA - IFUdG 2019-2021

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1. Aim

These general regulations apply to the procedures for awarding grants that are financed and promoted by the University of Girona to develop pre-doctoral talent and the reading of doctoral thesis at the UdG. Specifically, the new programme aims to:

- Capture/retain demonstrated pre-doctoral talent (brilliant students, according to their academic record)
- Complement external programmes of researcher training, especially those where the university intervenes in the definition or prioritization (for example, FI)
- Contribute in a way that groups with demonstrated activity and quality can use trainee research staff, to the benefit of both parties
- Encourage the incorporation of experienced researchers, for example, researchers from ICREA or Ramón y Cajal
- Offer the opportunity for temporary research staff to become full time
- Encourage quality in the doctoral programmes of the UdG
- Arrive at equal opportunities for people with disabilities

2. Types of grants:

Depending on their financing, the grants will be of two types:

- a) General IFUdG grants fully financed by the call.
- b) IFUdG-AE grants, where 50% of the cost will be financed by each call. By nature of the grant, an IFUdG grant can become two IFUdG-AE grants. These grants can be 50% co-financed by:
 - organisations external to the UdG, through a specific collaboration agreement for co-financing the grant.
 - by the Udg itself through justification-free funds, excluding resources for competitive projects or the UdG's own funds, including the functioning of departments, institutes, etc.

The delegate commission for Research, Transfer and Doctorate, on the proposal of the Office for Research and Technological Transfer, will respond to all doubts that may occur.

3. Beneficiaries

Individuals that meet the following requisites, and those requisites stated in the call, may benefit from these grants. The requisites should be met within the time limit for applications. If any of the requisites is not fulfilled, the application will not be considered.

Requisites of the candidate:

- 3.1. The candidate must be pre-enrolled and/or accepted in a doctoral programme of the UdG on the date of application for the grant.
- 3.2. The candidate must not already have a doctor's qualification.
- 3.3. The candidate must meet one of the access requisites for the doctorate, within the time limit for presenting the application, according to *article 6 of the Royal degree 99/2011, of 28 January, which regulates official teaching of doctorates*, with the following conditions:
 - a) In degree studies of 240 ECTS and higher qualifications (architects and engineers), it is necessary to have achieved 60 ECTS of the master's study in order to study the doctoral programme.
 - b) In officially recognised degree studies that have a minimum of 300 ECTS, it will be necessary to already be in possession of the qualification.

Degree holders, engineers or architects that have obtained their qualification from a Spanish state university, and who have a recognised level 3 from the MECES list approved by the Ministry of Education and Professional Training can also apply.

- 3.4. The average minimum mark of the academic transcript must be as follows:
 - In the studies included in point 3.3.a) the mark must be equal to or higher than 6.5 on a scale from 1 to 10. The average mark is calculated by giving an 80% weighting to the mark of the first qualification (if the first qualification is made up of a first cycle and a second cycle, the calculation will be the average of applying a 60% of the first cycle and 40% of the second cycle), and 20% to the mark of the transcript of the ECTS of the master's degree passed at the time of application.
 - In the studies included in point 3.3.b) and the subsequent paragraph, that does not require ECTS master's degree credits to have been studied in order to access the doctorate, the average mark must be equal to or greater than 6.5 on a scale of 1 to 10.

Note:

In studies undertaken abroad, the marks of the academic transcript to use in the previous calculations need to have been calculated in accordance with the resolution of 20 June and 21 July 2016 from Direcció General de Política Universitària of the Ministry of Education and Professional Training

<http://www.educacionyfp.gob.es/mecd/servicios-al-ciudadano-mecd/catalogo/general/educacion/203615/ficha.html>

- 3.5. The candidate must not have received, be receiving nor have been awarded, neither at the time of publication of this call nor during its process, a grant from any competitive programme for researcher training (IF, FI, FPI, FPU, FIS, industrial doctorate or equivalent).
- 3.6. The candidate must not have received a BRGR (*Becaris de Recerca finançats per Grup de Recerca*) or IFGR (*Investigadors en Formació finançats pels Grups de Recerca de la Universitat de Girona*) grant in the 12 months prior to the publication of this call.
- 3.7. The candidate must have one or more thesis directors that fulfil the specific requisites of such.

3.8. The candidate must present a guarantee from a research group of the UdG that fulfils the requisites of such. A candidate cannot be presented by more than one research group.

Specific requisites of the research group:

3.9. To endorse a candidate, the research groups of the UdG need to fulfil at least one of the two following requisites at the time of application:

1. Not have any trainee researcher that is currently receiving a pre-doctoral grant financed fully or partly by the UdG (*except IFGR*)
2. That the relation between the number of full-time PDI (Teaching and research staff) of the doctoral group from the UdG and the number of current* trainee researchers of the UdG (IF in any format except IFGR, and FI) be equal to or greater than 3.

$$\frac{\text{Number of full-time PDI doctors with research linked to UdG research groups}}{\text{Number of trainee researchers (IF except IFGR and FI)}} \geq 3$$

*** A trainee researcher will be considered as current when the contract expires later than the December of the year of the call.*

Updated data from the group directory, including changes approved at the last session of the delegate Commission for Research, Transfer and Doctorate prior to the application deadline published for each call.

Specific requisites of the thesis supervisors:

- 3.10. The thesis supervisors should be full-time PDI doctors with research at the UdG and fulfil the requisites for being thesis supervisor according to the current academic regulations for doctoral studies at the UdG. The thesis supervisor may have a non-permanent link with the UdG, and could be interim senior lecturer, research supervisor, junior lecturer, with a Ramón y Cajal contract, ICREA Senior, Beatriz de Galindo, etc., on the condition that at the time of the application the thesis supervisor can certify a link with the UdG for at least the duration of the IFUdG grant applied for.
- 3.11. The thesis supervisors must belong to a research group from the UdG and participate, as lead researcher or member, in a research project and/or transfer granted by the University of Girona that is active at the time the application is presented and guarantees sufficient resources to undertake the thesis. Projects that have a provisional decision will be accepted. A Ramón y Cajal contract will be accepted as a research project. In the case of a transfer agreement, this will have to be signed at the moment the application is presented and should have a minimum of 24,000.00 euros for scientific and technological fields, and a minimum of 12,000.00 euros for humanities and social fields.
- 3.12. The same thesis supervisor may endorse one candidate for one IFUdG grant, or two candidates for two IFUdG-AE grants.

4. Provision of the grants

The *Programme of grants for trainee researchers of the UdG (2019-2021)* will be undertaken through annual calls for pre-doctoral grants for trainee researchers of the UdG (IFUdG). The grants will be annual, extendable to complete in a maximum of three years (or five years in the case of individuals with a disability), and in the form of a contract.

The following formats of IFUdG grants are proposed:

- **FORMAT 1:** IFUdG grants for individuals with a level of disability of 33%* or higher assessed and registered by health centres of the Government of Catalonia.

**Based on section 2 of article 4 of the General Law on the Rights of people with disabilities and their social inclusion, approved by Royal Decree 1/2013, of 29 November.*

- **FORMAT 2:** IFUdG grants for theses supervised by ICREA senior contract holders, Ramón y Cajal grant holders, or equivalents, who became part of the UdG from 2019. Candidates whose thesis supervisor has already received a format 2 IFUdG grant are excluded from this format.
- **FORMAT 3:** IFUdG grants that are distributed between the different doctorate programmes (PD) of the UdG proportionally according to the weighting of each PD (Weighting PD), using the following formula:

$$\text{Weighting PD} = 0.6 * a + 0.1 * b + 0.3 * c$$

where

a = is the weighting of the defended doctoral theses in the PD in respect to the total number of theses defended in the UdG in the 3 years prior to the publication of each call. Theses with an international mention (MI) will count as 1.5 theses. Doctoral theses read during the previous three years, which were in a framework that is no longer active, will be assigned an active doctoral programme by the School of Doctoral Studies.

The calculation of the coefficient “a” for each doctoral programme will be

$$a = \frac{TD_{PD}}{TD_{UdG}}$$

where

TD_{PD} = is the value of defended doctoral theses in each doctoral programme, equal to

$$TD_{PD} = d * (1.5 * \text{number of theses with MI} + 1 * \text{number of theses without MI})$$

where

d = is a multiplication factor worth 1.2 if the Doctoral Programme has an excellent accreditation and 1.0 if it does not.

and

TD_{UdG} = is the total of defended doctoral theses in the doctoral programmes of the UdG:

$$TD_{UdG} = \sum TD_{PD}$$

b = is the weighting of the number of enrolments in the PD in respect to the total enrolments in all the PDs of the UdG, in the current academic year of each call:

$$b = \frac{\text{enrolments in the PD}}{\text{enrolments in all PDs of the UdG}}$$

c = is the number of full-time PDI doctors of the doctoral programme, with research linked to the UdG and six years of active research or equivalent, in respect to the total of all doctoral programmes of the UdG, in the current academic year of each call. Researchers that are able to supervise doctoral theses in more than one PD will have a value equal to the inverse of the number of doctoral programmes they participate in ($1/n$, where n is the number of doctoral programmes they participate in):

$$c = \frac{\text{number of supervisors in the PD}}{\text{number of supervisors in PDs of the UdG}}$$

Distribution of format 3 grants:

The grants of this format (N) are distributed following the *largest remainder* procedure:

Each doctoral programme will have obtained a value or weighting equal to *Weighting PD*. The sum of these weightings will be the total weighting of the UdG:

$$\text{Weighting UdG} = \sum \text{Weighting PD} = 1.$$

Therefore, if N grants are distributed, the quota is $Q = \frac{1}{N}$.

1. A theoretical grant value (AT PD) is assigned to each doctoral programme equal to

$$AT PD = \frac{\text{Weighting PD}}{Q} = N * \text{Weighting PD}$$

2. The integer or integer plus a half closest to, but less than, AT PD is allocated directly. These direct grants are named (AD PD).

3. The remainders of the doctoral programmes (R PD) are calculated using the following formula:

$$R PD = AT PD - AD PD.$$

4. The PDs are ordered in decreasing order according to their remainders. Half a grant (AR PD) is awarded in this order to each doctoral programme until the total number of grants awarded arrives at N.

5. The new remainders in each doctoral programme (RF PD) are calculated using the following formula:

$$RF PD = R PD - AR PD = AT PD - AD PD - AR PD$$

Due to the nature of IFUdG-AE grants, there could be cases that an IFUdG-AE grant remains unawarded in some doctoral programmes. This grant is kept in the same doctoral programme, adding it to the remainder.

If this happens in more than one doctoral programme, all of the format 3 grants would not be awarded. In this case, the remaining grants are awarded to the doctoral programmes with the highest remainders, following the same procedure.

Differences remaining from rounding the number of grants awarded, whether positive or negative, will be passed to the following call.

- **FORMAT 4:** IFUdG grants awarded to most highly valued candidates, considered as having the best positions in the priority list, regardless of the doctoral programme they are pre-enrolled in, who have not been awarded any grant from formats 1, 2 or 3.

5. Value of the grants

The annual budget assigned to this programme is part of the general budget of the University. Given the multi-annual character of these grants, the Board of Trustees must approve the respective multi-annual expenses in accordance with the available and forecast budgets.

It is forecast that in each call there will be a minimum of 19 grants for formats 1, 3 and 4. These include the costs of the contract and the Social Security contribution, and the costs of enrolment (academic tutelage of the doctoral thesis and compulsory training credits) of the beneficiaries for three academic years or five academic years for format 1 grants. At its launch, the cost of the 19 grants of the 2019-2021 programme is estimated at approximately 394,000 euros annually.

For format 2, the University of Girona will allocate the number of grants and the specified maximum annual budget at each call.

The specific calls will set the value of the grants according to the expected annual pay of the contract and to the annual Decree of the Government of Catalonia, which sets the price of academic services in the public universities of Catalonia. The economic conditions for all types of IFUdG grants (including IFUdG-AE grants) will be the same.

6. Procedure for awarding grants

The procedure will consist of the following phases:

6.1. Application:

Application will have two parts, one online and one on paper.

6.1.1. Online application:

This must be presented on the webpage of the UdG (<http://www2.udg.edu/tabid/20965/language/ca-ES/Default.aspx>). The online

presentation will generate a receipt that must be printed, signed and presented as described below (together with the specified documentation).

The following documentation should be attached to the online presentation of the application, in *.pdf or *.doc format:

- 1) Standard CV of the candidate
- 2) Short report of the planned project by the candidate (this can be the same research plan presented to the School of Doctoral Studies)
- 3) Photocopy of the National Identity Document (DNI) or photocopy of passport for students who are not Spanish nationals.
- 4) Accreditation of the level of disability, where necessary
- 5) Documentation justifying merits be considered, where necessary

To complete the online programme it is important to introduce the necessary documents in the stated format. If an FI application was made and was accepted into the process at the last published call, it is not necessary to present documents 1, 2 and 3, unless the candidate wants to update them.

6.1.2. Paper application:

This may be presented at any registry office of the UdG, within the timetable established in the *Regulations for the organisation and working of the Registry*: http://www2.udg.edu/Portals/172/2018_12_31_Publicacio_DOGC_Instruccio_Registre.pdf, or any place named in article 16 of the *Law 39/2015, of 1 October, of the common administrative procedure of public administrations*.

The paper application must include:

- 1) A printed copy of the receipt or online form, with corresponding signatures (of the applicant, the thesis supervisor and the person in charge of the research group).
- 2) The original documents or certified photocopies of the qualifications and personal academic certificates (CAP) of higher degrees and qualifications that allow access to the doctorate. These must show the qualifications obtained and indicate the maximum and minimum qualifications within the corresponding system of evaluation, as well as the minimum qualification necessary to pass, and the completion date of the studies.

For qualifications obtained at the UdG, this documentation is not necessary.

If the documentation was produced in a language that is not Catalan, Spanish or English, it is necessary to include an official* translation.

*The official translation must be carried out by an authorised translator from the list of sworn translators and interpreters from the *Ministeri d'Afers Exterior i Cooperació* or from the register of sworn translators and interpreters of the *Direcció General de Política Lingüística* of the Government of Catalonia. The official translation must have the stamp and registration number of the translator.

If the documentation has an electronic verification code (CSV), it is not necessary to present the original nor certified photocopies of the documents.

- 3) Candidates who do not have qualifications from the UdG need to present certification of average marks for the year from the corresponding studies.

If the personal academic certificates (CAP) already include this information, it is not necessary to present any other document.

If it is impossible to obtain the average marks for the year from the studies of the applicant, the average mark of the year for the studies at the UdG most similar to that of the applicant will be used.

- 4) If the candidate chooses an IFUdG-AE grant, it is necessary to provide the co-finance commitment or the collaboration agreement signed by the legal representative of the organisation or company that is co-financing this grant.
- 5) Documentation demonstrating pre-enrolment and/or acceptance to a doctoral programme of the UdG.

If an FI application was made and was accepted into the process at the last published call, it is not necessary to present document 2.

6.2. Presentation deadline

6.2.1. The deadline for the presentation of the application will be decided in each call. Applications will not be accepted if they have not been presented, both online and in person, by the date indicated and in the manner set out in the previous sections.

6.2.2. Once the deadline for the presentation of applications has passed, the Office for Research and Technological Transfer (OITT) will publish on the electronic noticeboard of the UdG, and within 15 days, the provisional list of those admitted and excluded, specifying any causes of exclusion where necessary.

6.2.3. Individuals may present claims against this provisional list, or amend their application, in the 10 working days following publication of the list.

6.2.4. Once these 10 working days have passed, the final list of admitted and excluded applicants will be published on the electronic noticeboard of the UdG webpage. Claims against this decision can be put before the rector in the conditions of article 123 of the Law 39/2015, of 1 October, from the common administrative procedure of public administrations.

6.2.5. Once the final list of admitted and excluded applicants has been published, the OITT will send all the documentation related to the call to the president of the corresponding selection committee.

6.3. Selection process

6.3.1. The delegate Commission for Research, Transfer and Doctorate will act as selection committee for this call and will be the organisation responsible for producing the proposed decision of the awardees, which is to be taken to the rector. The assessment of the applications will be

carried out according to the evaluation criteria detailed below. Technical staff of the OITT and the School of Doctoral Studies will assist the selection committee.

6.3.2. The assessment criteria are detailed in the annex of these regulations.

6.3.3. Once all the previous criteria and scores have been applied, a list will be drawn up which includes the provisional score of the candidates, ordered from highest to lowest. In the case of a draw, the best score in the assessment section of the candidate will be considered. An offer of the different formats will be made to the best-positioned candidates of the list, in the following order:

1. Format 1 grants. If any of the grants of format 1 remain untaken, they will pass to format 4
2. Format 2 grants
3. Format 3 grants: until all the grants assigned to each doctoral programme have been awarded (point 4, provision of grants)
4. Format 4 grants

6.3.4. Within the 15 working days following the publication of the final list of admitted and excluded applicants of section 6.2.4., the OITT will publish the provisional proposal of candidates agreed by the Delegate Commission for Research, Transfer and Doctorate and will allow a period of 10 working days for the presentation of claims against the agreement of the commission.

6.3.5. The Delegate Commission for Research, Transfer and Doctorate will resolve claims presented within a maximum of 15 working days and approve the final list of awardees. This will be published on the electronic noticeboard of the UdG webpage and be passed to the rector for approval. If the deadline for presenting claims against the list has passed and no claim has been received, then the provisional list will become the final list and the call will remain pending of the decision of the rector to conclude it. The month of August is not considered as a working month.

6.3.6. Once the final list is published, the beneficiaries of IFUdG-AE grants, if they have not previously done so,

- a. Will produce a specific collaboration agreement with the collaborating organisation and/or company for the co-financing of the grant. This will detail the specific terms and conditions for tracking the grant and will establish the following payment conditions for the collaborating organisation: payment of 50% of the cost on signing the agreement, payment of 25% of the cost during the first month of the second year, and payment of the remaining 25% during the first month of the third and final year. This agreement must be signed by the collaborating organisation at least fifteen days prior to the start of the contract. Otherwise, the grant will be revoked.
- b. Where the co-financing comes from research groups of the University of Girona, contributions for the co-financing will have to be made for the current tax year, and when a new tax year begins, for that corresponding tax year.

7. Participation of beneficiaries in teaching

With training in teaching being an integral part of the training that future doctors should receive, and considered essential and complementary to the research training, establishes that beneficiaries of these grants that teach, optionally, for a total of 4 credits per year, in the department they are enrolled in and according to the teaching or collaboration needs of the department. It is recommended that this teaching is practical.

Beneficiaries who opt to teach should notify this at the moment the grant is accepted, with the approval from the director of the department and the thesis supervisor. These cases may lead to a mobility grant with the same conditions as the current pre-doctoral UdG mobility grants.

8. Acceptance of the grant

- 8.1. Signing the contract will imply the acceptance of the grant and of the conditions set out in these regulations. However, prior to formalising the contract, the awardee of the grant must fulfil the established requisites in section 3 of these regulations and the corresponding call.
- 8.2. The acceptance of the grant also requires the awardee and the thesis supervisor to agree to the obligations defined in section 9.

9. Obligations of the beneficiaries and the thesis supervisors

9.1. The obligations of the contracted beneficiary are the following:

- 9.1.1. To be enrolled in the same doctoral programme of the UdG as when the acceptance of the grant was agreed. Incorporation will take place on the dates indicated in the corresponding call.
- 9.1.2. To become part of the research group and work efficiently on the doctoral thesis.
- 9.1.3. To complete the annual teaching hours, as set out in point 7 of these regulations.
- 9.1.4. To communicate to and/or ask authorisation from the School of Doctoral Studies any change or incident that affects the progress of the project and/or work plan, providing all the necessary information.
- 9.1.5. Changes that may affect the assessment of the application (doctorate programme, research group, thesis supervisor, etc.) cannot be requested during the first year of the grant.
- 9.1.6. To register the thesis and formalise the academic tutelage associated with this every academic year, along with the compulsory training credits of the doctorate programme. If the beneficiary asks for a transfer of transcript to a doctorate programme of a university that is not the UdG, they will lose the status of trainee research staff of the UdG and the contract will be terminated.
- 9.1.7. To pass satisfactorily the annual assessments the doctoral programme organises regarding the training for becoming a researcher.
- 9.1.8. Study stays cannot be taken during the first six months of the grant.

- 9.1.9. To communicate to the Office for Research and Technological Transfer (OITT) any change regarding the title of the thesis and/or the thesis supervisor(s).
 - 9.1.10. To communicate to Human Resources the renouncement of the contract, using the standard form. The renouncement can be presented at any Registry office of the UdG, within the timetable established in the Regulations of organisation and working of the Registry or at any place defined in article 16 of Law 39/2015, of 1 October, from the common administrative procedure of public administrations.
 - 9.1.11. Beneficiaries who have not read the doctoral thesis within the period of the grant must present a report on the state of the thesis to the Office for Research and Technological Transfer (OITT) using a standard form within the two months following the finalisation of the contract.
 - 9.1.12. Once the beneficiaries have read the doctoral thesis within the period of the grant, they must inform the Office for Research and Technological Transfer (OITT), who will then inform the Human Resources of the UdG in order to finalise the contract.
 - 9.1.13. To make it known in the written material of the study undertaken during the period of the grant that this was possible due to the research grant from the UdG.
 - 9.1.14. To inform the Office for Research and Technological Transfer (OITT) of any incident that affects the grant (absences, incompatibilities, etc.).
- 9.2. The obligations of the thesis supervisor are the following:
- 9.2.1. To manage the incorporation of the contracted person into the UdG research group.
 - 9.2.2. To ensure the contracted trainee researcher has the necessary space and infrastructure to carry out the research activity.
 - 9.2.3. To inform the Office for Research and Technological Transfer (OITT) of any incident that affects the grant.

10. Conditions of the contracts

The length of the contract will be for a maximum of 3 years, except in the case of format 1, which will be for a maximum of 5 years.

Nullifying conditions of the contract are as follows:

- a) The reading of the thesis will imply the completion of the contract, and will take effect the final day of the month in which the thesis is read.
- b) Failure to pass the annual assessment by the Academic Commission of the Doctoral Programme will lead to termination of the contract, and will take effect on the last day of the month in which the assessment was not positive.
- c) The contract could be terminated if enrolment is not completed for each academic course within the time limits set in the academic and administrative calendar of doctoral studies, except in exceptional circumstances and with the approval of delegate Commission for Research, Transfer and Doctorate of the UdG.

Payments to the contracted beneficiaries will be stipulated in the call.

11. Suspension of contracts

Situations of temporary incapacity for work (minimum of 30 natural days), risks during pregnancy, leave for maternity, adoption, fostering, risks during breastfeeding, or paternity will not be counted in the duration of the contract. The contract can be extended for the same period as the absence with prior application by the individual to Human Resources, and before the end of the contract.

12. Renunciation

12.1. If an awardee does not accept the grant, renounces it, does not complete pre-inscription or enrolment, or does not incorporate in the programme within the time limits established in the call, and the economic situation allows, the vacant grant will be awarded in the same format (and in the case of format 3, the same doctoral programme) to the candidate who is next in order on the priority list. This person could take up the grant the first day of the month following the decision of the rector regarding any renunciation.

12.2. Vacant places resulting from the cases described in the previous point will not be filled if they are not within the stated time limit.

12.3. Beneficiaries who renounce the grant but continue their research training (doctoral programme) will have to pay the corresponding fee for enrolment for the academic course underway at the date of renunciation if they have completed more than 50% of the academic course.

At the end of each year, any credit retained and not used relating to uncompleted grants will become available.

13. Incompatibilities of the grant

The grants are incompatible with any other grant of similar characteristics. These grants will be compatible with work carried out in accordance with article 83 of Law 6/2001, of 21 December, on universities, as long as the work has a direct relationship with the line of research of the work plan that the beneficiary is enrolled in.

In all cases, the contracted beneficiary of this grant will be subject to the incompatibility regulations for research and teaching staff contracted by the University of Girona.

Applications for authorising compatibility should be presented to Human Resources of the UdG.

14. Revocation of the grant

Noncompliance of any or all of the obligations or requisites established in these regulations, or in the conditions of the award decision, or the concealment or falsification of data, will lead to the loss of right to the grant, including the termination of the work contract and the obligation to return any payment received. Revocation of the grant will take place prior to the corresponding record, which will include, in all cases, a report from the thesis supervisor and will guarantee the right to a hearing for the awardee of the grant.

15. Relevant legislation

All that is not specified in these regulations is governed by the content of Law 26/2010, of 3 August, of the laws of procedure of public administration of Catalonia, and Law 39/2015, of 1 October, of the common administrative procedure of laws of public administrations.

16. Common aspects

Any exceptional situation not considered in these regulations will be resolved by the delegate Commission for Research, Transfer and Doctorate.

The information used in the regulations and respective calls are from taken previously published calls, unless specified to the contrary.

ANNEX

SCORING CRITERIA FOR GRANTS FOR TRAINEE RESEARCHERS OF THE UNIVERSITY OF GIRONA IFUdG 2019-2021

Scoring criteria

1. Score of the candidate: up to 6 points

1.1. Score of the academic transcript of bachelor's and master's degree studies in relation to the study and year: up to 5 points

The score of the academic transcript is undertaken by considering the average weighted marks (for credits) and the averages for the year of study.

For studies undertaken abroad, the mark of the academic transcript must have been calculated according to the resolutions of 20 June and 21 July 2016 of the *Direcció General de Política Universitària* of the Ministry of Education and Professional Training*.

(<http://www.mecd.gob.es/mecd/servicios-al-ciudadano-mecd/catalogo/general/educacion/203615/ficha.html>)

* *Special attention should be given to the correction of data reflected in the sections "credits" and "mark" in the equivalences declaration, and how each of the subjects of the academic transcript is reflected. The document must be signed.*

The score of the academic transcript is calculated as follows:

The standardisation of the average mark of the personal academic transcript for studies of bachelor's degrees, diplomas or master's degrees is carried out using the following formula:

$$N_{exp}^{norm} = \frac{N_{exp}}{N_{mitja}^{estudis}}$$

where

N_{exp} = Mark of the applicant's academic transcript

$N_{mitja}^{estudis}$ = Average mark for the year of study that corresponds to the applicant

N_{exp}^{norm} = Standardised mark of the applicant's academic transcript

1. In bachelor's degree studies that require ECTS credits from a master's degree in order to access the doctorate, the score of the bachelor's degree is added to that of the master's degree, as explained below:

- The academic transcript of bachelor's degree has a value of up to 3 points

$$N_{cand} = 5 \cdot (N_{exp}^{norm} - 1) + 1$$

if $N_{cand} < 0$, the value will be 0
if $N_{cand} > 3$, the value will be 3

- The academic transcript of master's degree has a value of up to 2 points

$$N_{cand} = 3 \cdot (N_{exp}^{norm} - 1) + 0,75$$

if $N_{cand} < 0$, the value will be 0

if $N_{cand} > 2$, the value will be 2

In the calculation of the average mark of the master's degree, consideration will be given to the ECTS credits passed at the date of application.

2. Where access to the doctorate is with a first cycle plus a second cycle, the score of the academic transcript of the first cycle is added to that of the second cycle, as explained below:

- The academic transcript of studies of the first cycle has a value of up to 3 points

$$N_{cand} = 5 \cdot (N_{exp}^{norm} - 1) + 1$$

if $N_{cand} < 0$, the value will be 0

if $N_{cand} > 3$, the value will be 3

- The academic transcript of studies of the second cycle has a value of up to 2 points

$$N_{cand} = 3 \cdot (N_{exp}^{norm} - 1) + 0,75$$

if $N_{cand} < 0$, the value will be 0

if $N_{cand} > 2$, the value will be 2

3. Where access to the doctorate is with a first cycle plus a master's degree with ECTS credits, the score of the academic transcript of the first cycle is added to that of the master's, as explained below:

- The academic transcript of studies of the first cycle has a value of up to 3 points

$$N_{cand} = 5 \cdot (N_{exp}^{norm} - 1) + 1$$

if $N_{cand} < 0$, the value will be 0

if $N_{cand} > 3$, the value will be 3

- The academic transcript of studies of the master's degree has a value of up to 2 points

$$N_{cand} = 3 \cdot (N_{exp}^{norm} - 1) + 0,75$$

if $N_{cand} < 0$, the value will be 0

if $N_{cand} > 2$, the value will be 2

4. Officially recognised degree studies which have a minimum of 300 ECTS credits, and level 3 qualifications of the MECES list approved by the Ministry of Education and Professional Training, will have a value of up to 5 points:

$$N_{cand} = 8 \cdot (N_{exp}^{norm} - 1) + 1,8$$

if $N_{cand} < 0$, the value will be 0

if $N_{cand} > 5$, the value will be 5

1.2. Score of the candidate's curriculum: up to 1 point

The merits taken into consideration will be the follows:

- Special prizes (or equivalent) from the bachelor's or master's degree to a maximum of 0.5 points.

- Studies undertaken abroad in (during the bachelor's degree or equivalent) in mobility programmes with a minimum of 9 ECTS credits, or practical studies abroad lasting at least two months, up to a maximum of 0.5 points.

In each case, only one merit will count towards the maximum score for that section. All merits must be accredited.

2. Score of the research group: up to 4 points

Information taken from the GREC and the databases of the OITT and the School of Doctoral Studies will be used.

If the thesis supervisor participates in a research project where the lead researcher is not in the same research group, the score will be the average score of the two groups.

If the thesis supervisor belongs to two research groups it is necessary to define which research group the following criteria is applied to and the candidate priority.

In the case of joint supervision, the average score of the joint-supervisors will be applied

Criteria	Score
<p>2.1. Number of trainee researchers of the group / number of full-time PDI doctors with research linked to the UdG</p>	<p>Up to 2 points</p> <ul style="list-style-type: none"> - if $\frac{\text{trainee researchers}}{\text{FT PDI Dr}} \geq 0.5$, Value = 0.5 - if $0.5 > \frac{\text{trainee researchers}}{\text{FT PDI Dr}} \geq 0.3$, Value = 1 - if $0.3 > \frac{\text{trainee researchers}}{\text{FT PDI Dr}} \geq 0.16$, Value = 1.5 - if $0.16 > \frac{\text{trainee researchers}}{\text{FT PDI Dr}}$, Value = 2
<p><i>Observations:</i></p> <p>FI and IFUdG (IF in any format except IFGR), BRUdG and BRAE trainee researchers* are counted. * Current trainee researchers are those whose contracts finish later than 31 December of the year of the call</p> <p>If there is more than one candidate per research group the score will decrease with each candidate of the group (1 will be added to the "number of trainee researchers of the group" for each candidate) in accordance with the list of candidate scores (1)</p>	
<p>2.2. The thesis supervisor belongs to a research group recognised by the Government of Catalonia (SGR) from the UdG or inter-university group where the UdG is a partner, at the last call</p>	<p>Up to 1 point, with the following score:</p> <ul style="list-style-type: none"> - The score obtained in the SGR evaluation over 1 point, - 0.4 points if the score is less than or equal to this mark or if the group has not been assessed - 0 points in other cases
<p><i>Observations:</i></p> <p>If the thesis is joint-supervised, the score is divided proportionally between the supervisors.</p>	

<p>2.3. Number of theses read at the UdG supervised by full-time members of the group in the last 7 years with respect to the year of the call divided by the number of full-time PDI doctors with research linked to the UdG (except those who have obtain the qualification of doctor in the last 7 years)</p>	<p>Up to 1 point</p> <ul style="list-style-type: none"> - if $\frac{Thesis}{FT\ PDI\ Dr} \geq 1.2$, Value = 1 - if $1.2 > \frac{Thesis}{FT\ PDI\ Dr} \geq 0.8$, Value = 0.75 - if $0.8 > \frac{Thesis}{FT\ PDI\ Dr} \geq 0.5$, Value = 0.5 - if $0.5 > \frac{Thesis}{FT\ PDI\ Dr} \geq 0.3$, Value = 0.25 - if $0.3 > \frac{Thesis}{FT\ PDI\ Dr}$, Value = 0
<p><i>Observations:</i></p> <p>If the thesis is joint-supervised by supervisors that belong to different research groups of the UdG, the score of the thesis is divided proportionally</p> <p>A thesis with European and/or International mention is valued at 20% more</p>	
<p>2.4. Obtaining co-finance for IFUdG-AE</p>	<p>If IF-UdG-AE is applied for: 0.4 punts, up to a maximum of 4 points in the score for the UdG research group</p>

Data from latest group directory, together with all modifications approved in the last session of the delegate Commission for Research, Transfer and Doctorate up to the final date for applications of each call, will be used.