



Agenda

10h30-12 am (CEST):

Welcome and opening remarks

The European University CIVIS

Introduction to the CIVIS3i Postdoctoral Fellowships Programme

Overview of the CIVIS3i Recruiting Universities

Overview of the online submission portal

Ethics Self-Assessment

Necessary documents, proposal template and selection criteria

Q&A session live with applicants – 30 min



Questions?



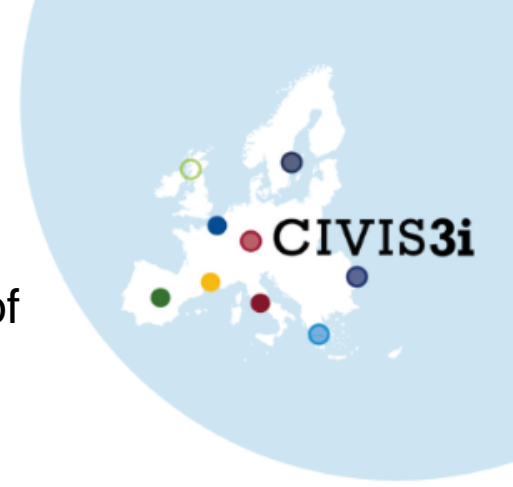
Or visit www.SLIDO.com and entre the code: # **CIVIS3i**

Questions can be submitted anonymously

Access Slido before and during the meeting to **view and upvote what others have asked.**

We will address the questions based on the audience interest priority.

Necessary documents & info



1. **General information:** Applicant and project information, PhD certificate or proof of at least 4 years of research experience
2. **Project:** Research and training proposal (mandatory proposal template, max. 10 pages)
3. **CV:** Curriculum vitae (format of your choice, 5 pages max.)
4. **Id:** Identification documents (passport, ID card, valid)
5. **Letter of support of acceptance:** Signed by the supervisors and director of the host institute
6. **Work contracts:** Documents that prove your previous work experience, certificates...
7. **Other optional documents:** Sampling or ethics permits, reference letters...
8. **Ethics self-assessment:** Online form
9. **Privacy policy and personal data processing:** Online form



General information

About the applicant and the project



Proposal

Description of the research project
Training
Impact of the fellowship on the career of the applicant
Work plan



Formatting

Times New Roman etc
size 11 min, single line spacing, margins of template set at minimum

Proposal

- Cover page with general information (ref. number, acronym, abstract, title, name, consortium members...)

EXCELLENCE

- State of the art
- Research questions
- Methodology
- Research environment (hosts)
- Training programme (including secondment if appropriate)
- Impact on the state of the art



Proposal



IMPACT

- Impact on the candidate's career (skills and competences the supervisor will help you acquire; infrastructure and methods you expect the host institute to give you access to, including competencies useful in different sectors; impact of successfully concluding this research)
- Impact for society (may include the secondment)
- Dissemination, communication and exploitation activities

IMPLEMENTATION

- Work plan with GANTT chart
- Management structure and risk management

REFERENCES

- Not included in the 10 page limit

CV



Applicant's CV

- Free format, but an optional template is provided on the CIVIS3i website, or Europass online CV tool
- Max 5 pages
- Career breaks: Military service, long-term illness, parental leave
- Must include full list of publications
- Recommended to include the URLs of your online academic/professional profiles (which should be updated regularly)



Support letter

Support letter from the host institute and advisors

- Template on the website
- First page must be signed by the director of the institute
- Second page (Annex I) signed by the supervisor
- Third page (Annex II) signed by the co-advisor if already defined at submission



Evaluation criteria



Excellence 50%

Of the research project
and researcher (CV)



Impact 30%

On the field of study
On the researcher's career
On society



Implementation 20%

Work plan
Host institute
Risk management



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