

CONDITIONS OF THE PUBLIC COMPETITION FOR THE AWARDING OF PREDOCTORAL RESEARCH GRANTS OF THE ROVIRA I VIRGILI UNIVERSITY

1. Background

The Rovira i Virgili University (URV) is an institution dedicated to providing the public service of higher education and research by means of teaching, research and university extension activities.

To meet this commitment in the field of research, the URV needs to train research staff by means of doctoral programmes and theses.

Grants or contracts for trainee researchers are a fundamental tool both for attracting talented researchers from all over to come and study doctorates and for carrying out essential research activity throughout the university. For this reason, it is necessary to increase the number of doctoral grants and to ensure that these grants contribute to the URV's international visibility.

Consequently, to reach its objectives, the URV wants to incentivize the training of future doctoral students by means of a grants programme that enables the URV to:

1. Qualitatively and quantitatively increase the human and economic resources available to the URV for predoctoral training, research and teaching.
2. Strengthen the university's own doctoral programmes.
3. Increase the number of doctoral theses carried out in its departments.
4. Complement the training of doctoral students within the frame of R+D+I projects carried out by URV research groups.

2. Regulations

- Organic Law 6/2001, of 21 December, regarding universities, modified by Organic Law 4/2007, 12 April (BOE 13/04/2007 - Official Spanish State Gazette).
- Law 1/2003, of 19 February, regarding the Universities of Catalonia.
- Decree 202/2003, of 26 August, which approved the Statute of the Rovira i Virgili University.
- Royal Decree 63/2006, of 27 January, which approved the Statute of Trainee Research Staff.
- Trainee Research Staff Programme, approved by the Governing Council on 26 October 2006, modified by the Governing Council on 12 July 2007 and modified again by the Governing Council on 25 February 2010.

3. Scope

By means of these regulations, the Rovira i Virgili University regulates the URV grants and contracts aimed at trainee research staff.

4. Objective

The objective of this programme is to complete a doctoral thesis at the Rovira i Virgili University.

5. Conditions

5.1 List of grants:

The grants on offer in this competition are listed in the annex to these conditions and are linked to the specified area of knowledge and department within the frame of the Trainee Research Staff Programme.

5.2 Characteristics of the grants:

Grantholders will carry out full-time research and teaching. Their principle obligation will be to complete a doctoral thesis at the Rovira i Virgili University within one of its postgraduate courses or official doctoral programmes. However, the corresponding Departmental Council may assign them to collaborate in teaching activities to the value of no more than six credits annually. These collaborations will be included in the grantholder's teaching plan and will provide the department with a considerable number of teaching staff.

5.3 Requisites:

a) General requisites

Candidates must:

- Be aged between 18 and the retirement age.
- Not have any illness that prevents them from carrying out their corresponding functions in a normal manner.
- Not have left the service of any of the public administrations for disciplinary reasons, or be forbidden from carrying out public functions.
- Not be disqualified in any of the ways listed in Law 53/1984, of 26 December, regarding the disqualification of personnel from the public administrations.

b) Specific requirements

Candidates must:

Possess academic qualifications that allow them to directly enter into doctoral studies, or be registered for a maximum of 60 credits on a URV Master's degree course so that they can conclude the studies that will allow them to register for a doctoral thesis. The Postgraduate and Doctoral Committee will be the competent body that, in accordance with the proposals made by the bodies responsible for the Master's degree, will determine the number of credits to be studied by each candidate, or will authorize, if appropriate, the candidate's admission to the official doctoral programme.

During the first three months of the grant and during any subsequent renewals, the university will ensure that the candidate has registered on the Master's or doctoral programme for which he/she has been admitted. If the candidate has not registered, he/she will have one month to do so. If the candidate does not register, he/she will be stripped of the grant and will have to return any of the money that he/she may have received. Should this happen, the next candidate on the corresponding department's list will be proposed for the grant, provided that such a list has been agreed.

5.4 Duration

The grants have a maximum duration of four years. At the end of the first year, grantholders registered for a Master's degree must demonstrate that they have obtained the 60 ECTS credits that will enable them to finish their Master's degree and to start the doctorate. At the end of the second year, grantholders must show that they have obtained their Master's degree.

During the third and fourth years, they will be given a contract as a trainee researcher, provided that they have previously demonstrated that they possess a Diploma in Advanced Studies or a substitute administrative document and that they meet the legal requirements in order to be contracted.

The grants are renewed annually. For a grant to be renewed, the department must have written a favourable report regarding the grantholder's progress. This report will state the Master's or doctoral programme on which the student is registered, the progress of the grantholder's thesis and the legal requirements that he/she must meet in order to be contracted. This report must be accompanied by a separate report from the thesis supervisor which must also state that the grantholder is making satisfactory progress.

The grant may be withdrawn at any time on agreement by the Departmental Council and by Resolution of the Rector once they have received the necessary report from the department recommending such a course of action.

In all cases, the annual renewal of the grant will depend on the availability of the necessary funds.

Any amounts awarded for similar grants will be discounted from the total amount of this grant.

5.5 Amount:

The gross monthly payment of the grants during the first year (2012) is 979.79€ for twelve months.

The beneficiaries of these grants will be exempt from the official registration fees for the 60 credits of the Master's degree and, if appropriate, from the corresponding fees for the thesis supervision, which will be paid by the entity that funds the grant.

During the first two years of the predoctoral grant, grantholders will be registered on the general regime of the Social Security system in accordance with the conditions established for these cases by Royal Decree 63/2006, of 27 January 2006, which approved the Statute for Trainee Research Staff and the Research Staff Programme of the URV modified by the Governing Council on 12 July 2007 and modified again by the Governing Council on 25 February 2010.

5.6 Documentation to be provided by the candidates:

Individuals who meet the necessary requirements to apply for one of these grants must present the following documentation:

- Application form completed in accordance with the electronic instructions and addressed to the Rector of the URV
- Identity card, resident's card or passport
- Curriculum Vitae accompanied by supporting documentation
- Photocopy and, if necessary, a translation of the academic qualification that is a requirement for access to the doctoral programme, or a photocopy of the pre-registration form for the Master's degree
- Official academic transcript containing the subjects, the number of hours and the credits that the student has studied and the grade awarded for each of these
- Document from the head of the Official Postgraduate Programme of the URV accrediting that within a year the student will be eligible for entry onto the doctoral programme
- Other merits

All documentation must be presented with the application form within the period established in the following subsection.

5.7 Presentation of applications:

Individuals who wish to participate in this competition and who meet the requirements to do so must present the corresponding application form in accordance with the model found on the website of the URV.

Application forms must be presented to the auxiliary registry at the Central Services, building N5 of the URV (C/ Marcel·lí Domingo, 2-4-6, post code 43007, Tarragona) between 11.00 and 13.00 Monday to Friday.

They may also be presented to any other auxiliary registry or the General Registry of the URV. The location and opening hours of the auxiliary registries and General Registries of the URV can be found at <https://seuelectronica.urv.cat/registre.html>.

According to article 38 of Law 30/1992, 26 November, regarding the legal system governing the public administrations and common administrative procedure, documentation can also be submitted to:

- The registries of any administrative body that belongs to the General Administration of the Spanish State or to any administrative body of the autonomous communities of Spain.
- Any office of the Spanish Postal Service, in the manner established by the regulations. If the documentation is sent by certified post, the documentation must be presented at the corresponding office of the Spanish Postal Service in accordance with article 31 of Royal Decree 1829/1999, of 3 December, in an open envelope so that the application, letter or communication addressed to the URV can be dated and stamped before the it is certified. If the application is not dated and stamped by the corresponding office of the Spanish Postal Service, the date on which the application arrives at the registry of the URV will be regarded as the date on which it has been submitted.
- The diplomatic representations or the consular offices of the Spanish state abroad.

If the applicant submits the documentation by one of these additional means, he/she must communicate this within the application period by means of telex, telegram or fax to the Human Resources Service of the URV, C/ Marcel·lí Domingo, 2-4-6, post code 43007, Tarragona, fax: 977297032.

Deadline for applications: **13:00, 22nd June 2012**

5.8 Resolution:

The Departments will constitute the committees responsible for evaluating the applications submitted for each grant. These committees will be made up of an odd number of permanent members of the doctoral teaching and research staff. The principal researcher on the project linked to the grant will be a member of the committee.

Applications for grants that are governed by agreements between the URV and other institutions will be evaluated by the committees stipulated in these agreements.

Each committee will make a proposal detailing the best manner in which to assign the grants. This proposal will then be approved by the Departmental Council. The committee will base its proposal on the applicants' academic transcripts and its relevance to the area of knowledge for which the grant is to be awarded.

After seeing the proposal, the Rector will pass a resolution in which he will name a candidate for each grant or contract in the order proposed by the committee until all the grants or contracts in the competition have been awarded.

The competition may be declared void. Any appeal against the awarding of the grants must be addressed to the Rector of the URV and presented to the General registry within one month of the publication of the award.

5.9 Renunciations and substitutions:

If the beneficiary wishes to renounce the grant, he/she must communicate this in writing to the Human Resources Service, giving at least 15 days' notice. This communication must state that the student has voluntarily renounced the grant and give the date from which he/she wishes to withdraw from it.

Provided that the Department requests it, a grantholder may be replaced in the following circumstances,

- renunciation
- non-renewal
- early cessation

The Rector will appoint the first candidate on the waiting list as the grantholder's replacement.

5.10 Incompatibility

These grants are incompatible with any other grant, with payments that imply a contractual link of a similar nature, or with activities that may prevent the individual from dedicating him/herself exclusively to the work that is the object of the grant in the opinion of the Human Resources Committee delegated by the Governing Council of the URV.

5.11 Others:

The awarding of a grant does not imply any kind of commitment on the part of the department regarding the subsequent employment of the grantholder.

In accordance with the Regulations regarding the Industrial and Intellectual Property of the URV that were approved by the Governing Council on 30 April 2009, the intellectual ownership of a literary, artistic or scientific work belongs to the author for

having created it, although the exploitation rights will have first been transferred to the university unless there is an agreement to the contrary.

Any publication or other results that result from the grant must cite the funding entity or entities in the appropriate section and the reference number assigned to the funding.

5.12 Complaints

Any interested party may lodge an administrative appeal against this competition and its conditions at the Administrative Court in Tarragona within two months, counting from the day after notification is received. An appeal for reversal can also be made to the Rector of the URV prior to the administrative appeal and within one month of the day after notification is received.

Likewise, interested parties can appeal to the rector of the URV against the actions of the committee within one month of having been informed of this decision. This appeal will be understood to have been rejected if the university administration publishes no resolution regarding the appeal within three months after it has been lodged. The opportunity to lodge an administrative appeal at the Administrative Court of Tarragona will expire six months from the day after the appeal lodged with the Rector has been rejected. If a resolution is published regarding the appeal lodged with the Rector, the interested party will have two months starting from the day after they have been notified of this to lodge an administrative appeal.

Likewise, interested parties may lodge any other appeal they deem necessary to defend their interests.