



GRANTS FOR INITIATION IN TEACHING AND RESEARCH IN DEPARTMENTS (BIDI)

Conditions governing the 2026-2027 call for applications

PREAMBLE

In the academic year 2018-2019, the URV created the Grants for Initiation in Teaching and Research (BIDI), the aims of which were similar to those of the grants awarded every year by the Spanish Ministry for collaboration in departments. However, BIDI grants are more ambitious in the practical content of the training tasks performed by students.

BIDI grants aim to help postgraduate students to access careers in teaching and research by giving them the opportunity to train in university departments in a manner that is compatible with their studies. They make it easier for students to become acquainted with the specialized teaching and research tasks directly linked to the courses they are studying. At the same time, they offer students the chance to expand their knowledge and identify their interests for possible incorporation into future teaching or research tasks.

Consequently, the URV intends to continue promoting these original objectives and this learning system by offering BIDI grants to first-year master's students for the ninth consecutive year. These grants are governed by the present conditions.

1. OBJECT AND LEGAL REGIME

1.1. The URV's Teaching and Research Initiation Grants (hereafter referred to by their Catalan initials as the BIDI or the grants) are intended to enable students of an official master's degree to undertake initial teaching and research obligations in order to help prepare them for a professional career in one of these areas after they have completed their postgraduate studies.

1.2. Associated with each grant is a training project that the student must undertake within one of the teaching or research lines in progress at the department to which the grant is attached. The project must define the tasks that the student is to carry out and explicitly state the complementary training impact that these will have on the acquisition of the competencies associated with the student's master's degree. The project will be approved by the teacher or researcher who is to act as the student's tutor.

1.3. The training activities intended to initiate the student in teaching and research are directly linked to the student's master's course and the acquisition of competences.

1.4. The grant received by the student is financial in nature and is intended to defray the expenses associated with the student's master's course, particularly among students with low family incomes.

1.5. The call for applications and the awarding of the BIDI grants are governed by the present conditions.

1.6. The Student Office (SO) is responsible for administering the call for applications, students' applications, the awarding of the grants and any incidents relating to the grants via the [Funding application management](#) platform.

1.7. The SO may decide on how to proceed in all cases that are not covered by the present conditions. In all cases, the Teaching, Students and University Community Committee, as delegated by the Governing Council, is responsible for interpreting the present conditions and for resolving any queries or complaints that may be submitted by the applicants.

2. NUMBER AND VALUE OF THE GRANTS

2.1. The call for applications for BIDI grants is a competitive procedure and the number of grants is determined by the capacity of the departments to take on trainee students and the amount of money that each department sets aside for this purpose. The maximum number grants each year for the entire URV is 60.

2.2 Depending on their duration, the grants are for the following amounts:

- a) Grants covering the first semester only (3 months, preferably October to December) = €1407.00
- b) Grants covering the second semester only (5 months, preferably January to May) = €2345.00
- c) Grants covering the whole academic year (8 months, preferably October to May) = €3752.00

The financial provision indicated corresponds to the total gross amount to be received by the beneficiary, with an effective commitment of 15 hours per week.

The amount of money awarded for each grant can be distributed over periods other than the ones specified above if the specific circumstances of the master's degree or the student make it necessary.

2.3. Students who are awarded a BIDI grant must still pay their master's registration fees and any other official fees for academic services.

2.4. The amount of the grant is paid to the grant holder on a monthly basis and will be proportional to the activity carried out by the person awarded .

2.5. The monthly allowance will incorporate the deduction of the part of the Social Security contribution that corresponds to the trainee, according to current regulations.

2.6. The awarding of these grants is subject to the availability of funds for this purpose.

2.7. If the grant is renounced or revoked, the student will receive the proportional part of the grant.

3. APPLICANT REQUIREMENTS

3.1. The grants are intended for students who hold a bachelor's degree, licentiate degree or equivalent.

3.2. To be eligible for and admitted to the grant-awarding process, applicants must have pre-registered for the URV master's degree that is the object of the grant before the deadline of the call for applications or they must have completed the first year of their master's degree if it is 90 or 120 credits long (and this is stipulated in the conditions of the call). The grants are also open to students in the final year of a bachelor's degree who have MECES level 3, such as Medicine and Architecture.

3.3. Applicants must comply with the requirements of points 3.1 and 3.2 by the end of the period for submitting applications.

3.4. In the case of interuniversity master's courses, the applicant must register at the URV.

3.5. In order to receive the grant, **the applicant must register for a minimum of 47 credits** (including recognition of credits) on the master's course that is the object of the grant. The deadline for registration is specified in the calendar for pre-registration, admission and registration for university master's degrees.

If students are taking two master's degree simultaneously with a specific plan, the minimum of 47 credits will be calculated taking into account the credits from both degrees.

3.6. In the case of grants for 90 or 120-credit master's degrees, the conditions of the call for applications can limit the grants to students in the first or second year.

Second year students must register for all of the remaining credits that they require in order to complete the master's degree.

3.7. The grant may be awarded for only one master's degree (although it may cover two academic years). Grant applicants who have received this grant for another master's degree will be automatically excluded from the selection process. The duration of the grant is as specified in the conditions and is independent of the duration and credits of the master's degree to which it is linked.

3.8. If the applicant does not comply with these requisites or fails to register before the deadline expires, any grant that has been provisionally awarded will be revoked and awarded to the person with the highest number of points on the waiting list.

4. CALL FOR APPLICATIONS AND THE APPLICATION PROCESS

4.1. The SO will publicly announce the call for applications for the grants and will open the period for presenting applications. This period will close on the date specified in the grant conditions.

4.2. Students may only apply for grants that are destined for master's courses for which they have pre-registered or of which they have completed the first year (if this is stipulated in the conditions of the call). Therefore, any application will be invalid if it is for a grant that is not related to a master's courses for which the student has pre-registered.

4.3. Along with the application form, applicants must also submit the following documentation via the [Funding application management](#) platform:

a) Spanish applicants who completed the qualification that gives them access to the master's degree at a university other than the URV must submit their **academic transcript** showing their average grade according to the criteria established by RD 1125/2003, of 5 September, which specifies the European credits system and the official system for grading university qualifications throughout Spain.

b) International students, in addition to their academic transcripts, may be required to submit a **declaration of equivalence of average grades for university courses completed abroad issued by the Spanish Ministry of Education and Professional Formation**, in accordance with the conditions for each grant. The procedure for obtaining this declaration can be found on [the website of the Ministry](#). Nevertheless, international applicants are still recommended to submit the declaration in all cases to help the grants committee evaluate their application.

c) Documentary proof of all the aspects to be evaluated included in section 5.1. b).

Applicants who fail to submit the documents indicated in sections 4.3 a) and 4.3 b) will be excluded from the selection process.

5. SELECTION PROCESS AND ASSIGNATION OF GRANTS

5.1. The selection committee will award each application a maximum of 20 points in the following manner:

a) Up to 10 points for the weighted grade of all the grades on the academic transcript of the applicant, in accordance with the criteria specified by Royal Decree 1125/2003, of 5

September, which specifies the European credits system and the official system for grading university qualifications throughout Spain.

b) Up to 10 points for the applicant's *curriculum vitae*. Among other aspects, the selection committee will evaluate applicants' foreign language abilities, the relevance of their previous studies to the master's course, their professional experience, mobility visits, grants or prizes received, publications, etc. The selection committee will only consider merits included in the CV that was submitted when the applicant pre-registered for the master's course and for which documentary evidence has also been presented.

c) In cases of parity between candidates in terms of their academic records and curriculum vitae, the academic committee may include economic criteria (family income) when taking their final decision to determine the recipient of the grant

5.2. Once the selection committee has evaluated all the applicants, it will publish their scores and a provisional list of successful candidates for each grant.

5.3 The unit in charge will inform all applicants via the [Funding applicationmanagement platform](#) whether they have been admitted to or excluded from the selection process and the reasons for any exclusions.

5.4. Applicants have a period of ten calendar days after the publication of the provisional list of applicants admitted to and excluded from the selection process to submit any objections that they may have and/or to submit the required documentation.

5.5. After the ten calendar days have expired and all objections have been resolved, the definitive list of applicants admitted to and excluded from the selection process will be published. If applicants have still not registered for the master's degree, the grant will be awarded on the condition that they do so.

5.6. Each grant is awarded by a selection committee consisting of a minimum of three members appointed by the head of department or by the coordinator of the master's degree.

6. PRIORITISED WAITING LIST

6.1. Applicants who have been admitted to the selection process but who have not been awarded a grant will be placed on the waiting list for the grant, which will be prioritised in accordance with the criteria in section 5. In this way they will still have a chance of being awarded a grant if any successful applicants withdraw from the process.

6.2. A grant may be awarded to an applicant on a different waiting list in cases where the grant has not been awarded to due to a lack of candidates. The unit in charge will reassign any such grants at the request of the department or coordinator of the master's degree that is funding the grant.

6.3. The unit in charge will offer any vacant grants to candidates on the waiting list. For this purpose, it will use the email addresses provided by the candidates during the pre-registration process. Candidates have 48 hours to accept the offer before it expires .

7. TUITION AND OBLIGATIONS OF THE GRANTHOLDER

7.1. The grantholder has the obligation to:

- a) Use the [Funding application management](#) platform before they start the grant to submit the required documentation so they can obtain their grant holder's credential, which they need in order to obtain the funding provided by the grant. The person awarded the grant can find out which documentation is required on the web page entitled [Instructions for master's students awarded a URV grant](#).

The person who has been awarded the grant (the grantholder) may not begin their tasks until they have submitted all of the required documentation. If the grantholder fails to comply with this requirement, they will not be financially compensated under any circumstances for any periods that they have completed without the authorization of the administrative unit.

- b) Continue throughout the academic year 2026-2027 on the master's degree for which they have registered and for which the grant has been called.
- c) Carry out the teaching and/or research initiation tasks specified in the grant's training project and in accordance with the indications of the tutor.
- d) Submit an assessment of the competencies that they have acquired during the grant. This assessment must be submitted using the specific template once the grant has expired.
- e) Be up-to-date with master's registration payments. **Non-payment within the specified period will lead to the revocation of the grant.**

7.2. The teacher or researcher assigned by the department will act as tutor and is responsible for detailing the collaboration plan and the teaching and research initiation tasks that the student is to undertake during the period of the grant.

7.3. When the grant expires, the tutor will evaluate the training activities undertaken by the student to determine if the student has achieved the training objectives set out at the start of the grant.

7.4. The tutor must inform the unit in charge about any incident relating to the grant.

8. SOCIAL COVERAGE, INCOMPATIBILITIES AND REVOCATION

8.1. Grantholders are included in the Social Security register, in accordance with Royal Decree 1493/2011, of 24 October, which regulates the terms and conditions for inclusion in the Social Security system of individuals engaged in educational/training programmes.

8.2. The BIDI grants are compatible with other grants or awards provided that these do not involve any activity that impedes the initiation tasks specified in the BIDI conditions. If there are any such activities, the unit in charge may fully or partially revoke the grant.

BIDI grants are incompatible with any other grants, internships or financial assistance awarded by the URV that involve the awardee carrying out training activities.

BIDI grants are incompatible with the departmental collaboration grants awarded by the Ministry.

8.3. If any falsehood or error is detected in an application or if a successful applicant fails to comply with any of the requisites established in the present conditions, the unit in charge may begin the process of revoking the grant.

8.4. The grant may be revoked if the grantholder:

- a) Does not complete the master's degree.
- b) Does not carry out the teaching and research activities stipulated in the training project.
- c) Does not keep up to date with the payment of their registration fees.

8.5. The Departmental Management Team and/or Master's Coordinators can stipulate specific incompatibilities in the grant conditions.

9. PROCESSING OF APPLICANTS' PERSONAL DATA

9.1. In accordance with the provisions of the current legislation on data protection applicable to the Universitat Rovira i Virgili (URV), which are published in the section *Applicable legislation* in the section *Protection of personal data* on the website of the electronic office (<https://seuelectronica.urv.cat/rgpd/>), the grant applicants are informed that the data controller responsible for processing their personal data is the Universitat Rovira i Virgili, with CIF Q9350003A and postal address at Carrer de l'Escorxador, s/n, 43003, Tarragona. The data protection officer's email address is dpd@urv.cat and their postal address is the same as that of the data controller.

9.2. The personal data collected are the applicant's identity and academic data, along with other data that may be necessary for the application, resolution and control of grants in accordance with the conditions of the call.

9.3. The URV will process the applicants' information solely for the purposes of managing the awarding of the present grants. In particular, it will use them to determine that the

applicants meet the necessary requirements for applying for the grants and to ensure the validity of their academic achievements.

9.4. The personal data of grantholders will be shared with the Ministry of Education and the Department of the Catalan Government that is competent in university matters. The data will not be ceded to third parties unless there is a legal obligation to do so. If such an obligation arises, only the data necessary will be ceded.

9.5. The legal basis for this processing of personal data is the execution of a task carried out in the public interest or the exercise of public powers attributed to the University by Organic Law 6/2001, of 21 December, on universities and the rest of the legal regime identified in the conditions of the call.

9.6. The personal data provided will be held for the time needed for the purposes for which they have been collected and to comply with the obligations established in the applicable regulations.

9.7. The University is responsible for applying the security measures and other obligations specified in the personal data protection legislation in accordance with the National Security Scheme, Royal Decree 3/2010. In this regard, the Universitat Rovira i Virgili has created a Security Policy that can be consulted in the "Legislation and regulations" section on the University's website under "URV regulations" and "Other regulations", <http://www.urv.cat/ca/universitat/normatives/altres-normes/>.

9.8. Any person has the right to access their personal data, to request the rectification of incorrect data, to request the cancellation and removal of their data, to oppose the processing of their data, including the creation of profiles, to limit the processing of their data until a certain date, and to restrict the portability of their data in electronic format.

The applicant can exercise these rights to access, rectify, cancel, oppose, limit and restrict portability by submitting their reasons in a written communication along with a photocopy of their identity document. They can submit this written communication in person to the General Registry of the URV (c(Escorxador, s/n, 43003, Tarragona) or electronically to <https://seuelectronica.urv.cat/registre.html>. The applicant also has the right to present a claim to the Catalan Data Protection Authority at <https://apdcat.gencat.cat/ca/inici>.

9.9. The applicant can request information relating to personal data protection by sending an email to the data protection officer at dpd@urv.cat.