

Frequently Asked Questions

ELIGIBILITY CRITERIA

1. Can I apply if I have not submitted my PhD thesis?

No; this call is for Postdocs. You must hold a PhD at the time of application.

2. Can I apply if I do not have a publication as first author?

No, having a publication in an international peer reviewed journal is compulsory.

3. I have 15 years' postdoctoral training. Am I eligible to apply?

No, your PhD must have been awarded no more than six years prior to the deadline for applications. Exceptions (maximum of three extra years) will be made for:

- Candidates with children. One additional year can be claimed per child (if the child is younger than a year only the number of months corresponding the age of the child will be granted).
- Documented career breaks.

4. Will you take into account a career break due to maternity leave?

Yes; documented career breaks (e.g. maternity leave, paternity leave, leave of absence to take care of children or relatives, etc.) will be taken into account. Please indicate any career breaks in your application.

5. How many extra years can I claim for if I have children?

You can claim one additional year per child (if the child is younger than a year only the number of months corresponding to the age of the child will be granted). Please, if you are claiming any extra years for your children indicate the number of children and their birth dates in your application.

6. Do I have to show proof of my children's date of birth?

If you claim any extra years you will have to show proof of the children's birth dates at the time of appointment.

7. What is the maximum number of years I can claim?

The maximum number of years you can claim is three adding up children and any documented career breaks.

8. Is there an age limit for eligibility?

There is no age limit.

9. Are non-European candidates eligible to apply to CNIC-IPP?

There are no nationality restrictions for CNIC-IPP, but candidates must satisfy the following mobility criterion: "Candidates must not have resided or carried out their main activity in Spain for more than twelve months in the three years immediately preceding the deadline for submission of proposals". Short stays such as holidays will not be taken into account.

10. I work already at the CNIC, can I apply for CNIC-IPP?

You can as long as you satisfy the mobility criterion.

11. Can I apply to more than one of the CNIC's research groups?

Yes you can apply to up to 4 CNIC research groups.

12. Can I apply if I do not fulfil one of the eligibility criteria?

You must satisfy ALL the eligibility criteria; if you do not, your application will be declared ineligible and will not be evaluated.

SUBMISSION

13. How do I submit my application?

Applications for CNIC-IPP are accepted exclusively online through the online application system, which is available on the CNIC Website. You will be required to submit you CV with the application form. You will only be able to submit the application once all mandatory fields, including uploaded CV, have been completed.

14. I have completed the on-line application and uploaded my CV, what do I do now?

Completing the on-line application form and uploading your CV does not yet mean that your proposal is submitted. Once there is a consolidated version of the proposal you must press the button "SUBMIT NOW".

15. I have submitted my application but would like to correct it.

You should submit a new application. **Only one proposal per applicant** will enter the evaluation. Errors discovered in proposals submitted on-line can be rectified by simply submitting a corrected version. As long as the call has not yet closed, the system will select the latest submitted proposal for entry into the evaluation process.

16. I want to apply to two CNIC Research Areas do I have to submit two applications?

No; you apply to one, two or all three CNIC Research areas within one application.

17. What happens if my application is incomplete?

Any incomplete applications will be declared ineligible and will not be evaluated.

18. After submitting my application I have received an acknowledgement of receipt that includes a reference number. What is this for?

This reference number should be included in any further correspondence.

19. Do I have to write a Research Project Proposal?

Only pre-selected candidates will be contacted and asked to write a Research Project Proposal.

20. What sections should my Research Project Proposal include?

The sections that the project proposal should include are as follows:

- Title
- Abstract
- Objectives
- Methodology
- Ethical issues table
- Career Development Plan for the fellow

21. Where can I find the Ethical Issues table?

A template and instructions for preparing the project proposal, including the "Ethical issues table", can be found on the CNIC website (www.cnic.es).

22. How do I send my Research Project Proposal?

The proposal form must be sent by e-mail to the following address: cnicipp@cnic.es, including the names of the applicant and the assigned Group Leader, indicating the reference number in the "Subject" box.

SELECTION PROCESS

23. What are the evaluation criteria for the applications?

The selection of fellows will take place in two steps (pre-selection and selection) and will be based on merit and founded on international peer review. The evaluation criteria are detailed in the Guide for Applicants that can be downloaded from the CNIC website (www.cnic.es).

24. Does the selection process involve an interview?

Pre-selected candidates will be invited for interview. Interviews may be done through remote connection.

25. When will I know if my application has been pre-selected?

Pre-selected and non preselected candidates will be notified by the first week of February 2016.

26. I have been pre-selected, when will I know if I have been selected?

Preselected candidates will be notified whether their candidature has been finally selected or not by the third week of March 2016.

27. If my application is successful, when will the fellowship start?

Selected candidates will be expected to start their fellowships within two months of acceptance.