

– FREQUENTLY ASKED QUESTIONS –

Support grants for university departments and research units aimed at the recruitment of pre-doctoral researchers in Catalonia (FI SDUR 2023)

A. Requirements for PhD candidates and thesis supervisors

1. Which requirements do I have to meet when applying for FI-SDUR grant?

- Meet one of the following requirements:
 1. Have completed undergraduate studies within the European Higher Education Area.
 2. Have completed or be currently pursuing a master's degree within the European Higher Education Area.
 3. Be enrolled in a Ph.D. program within the Catalan university system.
- Not hold a doctoral degree.
- Have not previously received any Joan Oró FI, F-ISDUR, or FI-STEP grant. You must also not have held any other specific predoctoral research training contract for more than 6 months.
- Have completed undergraduate studies or an equivalent qualification and demonstrate a minimum average academic grade of 6.50 (on a scale from 0 to 10).
- Have completed the studies granting access to the doctoral program between the 1st of January 2022, and the contract start date. If the studies granting access to the doctoral program are undergraduate studies, they must be completed at the time of application submission.
- At the time of joining the host institution and starting the predoctoral contract, you must hold a bachelor's degree, engineering degree, architecture degree, university degree (of at least 300 ECTS credits), a master's degree, or an equivalent qualification.

2. I completed the studies that grant access to the doctorate before 2022. Can I submit my application?

Yes, but you will only be able to submit it if you have completed the studies leading to the doctorate between January 1, 2019, and the contract start date, provided that after completing them, you have experienced one of the following exceptional situations:

- You have carried out a work activity directly related to your studies for a continuous period of at least twelve months.
- Having enjoyed a period of maternity or paternity leave.
- Have overseen children under six years old, people with physical, mental or sensory disability, or disabled people who depend on the candidate and require special care.
- Having suffered from a serious illness or having suffered an accident requiring medical leave equal to or greater than 6 months. Minor surgery, outpatient surgery and rehabilitation treatments performed outside the hospital system are excluded.
- Experienced any of the circumstances described in Article of the Gender-Based Violence Act.
- Been recognised as a refugee under the Geneva Convention 1951.

3. Is there any minimum average grade for undergraduate or graduate studies to be eligible for a FI-SDUR grant?

To be eligible for FI-SDUR grants, applicants must provide proof of an average grade for undergraduate studies or the equivalent degree **equal to or greater than 6.50 (scale from 0 to 10)**. This minimum grade refers only to undergraduate studies.

In the case of studies completed abroad, the minimum average grade is calculated under the declaration of equivalences of average grades following the instructions and procedures described in the Ministry of Universities website

https://universidades.sede.gob.es/pagina/index/directorio/Equivalencia_notas_medias.

Suppose the **academic file of the studies does not include a description of the evaluation system used by the corresponding university**. In that case, it will **also be necessary** to attach **documentation within this same section**. This documentation **describes the evaluation system, stating at least the maximum and minimum qualifications within the system and the minimum grade required to pass**.

In any case, candidates are responsible for calculating the equivalences and average grades.

4. Can I apply for a FI-SDUR grant to join any university department in the Catalan university system?

No, each FI-SDUR call has a number of places allocated to certain university departments. You can check the departments' list in the call legal text.

If your department does not appear on the department list, you are not eligible for this call.

5. Can I apply if I'm on my last master's degree year?

Yes, if you finish your master's degree in the 2024-2025 academic year and can enrol in the PhD programme in the 2025-2026 academic year, you can apply for the grant.

6. I have completed more than one master's degree. What end date and average grade of studies do I have to include in my application?

It will only be considered the date of completion of the master's degree that gives access to the PhD programme in which the candidate will enrol.

7. And if I have not completed the master's degree that gives access to the PhD, what grade should I indicate?

In this case, you must calculate the average grade of the completed and evaluated credits that appear in the master's academic record attached to the application. This academic record must be as up to date as possible. This average grade will be only informative and won't be considered for the evaluation and selection of applications, as indicated in the call legal text (section 13.1a).

8. Can I submit two applications in different departments?

No, each candidate can submit only one application.

9. Do I need to be accepted into the PhD program to apply for the grant?

It depends. Suppose you have not completed either your undergraduate or master's studies within the European Higher Education Area. In that case, you must be enrolled in the doctoral program at the time of application submission. However, suppose you have completed your undergraduate or master's studies within the EHEA. In that case, you only need to be accepted and enrolled in the doctoral program at the start of the contract.

10. Does my thesis supervisor also need to meet the requirements to access the FI-SDUR grant??

Yes, thesis supervisors must meet the following requirements:

- a) Have a statutory or contractual affiliation with the department of the university hosting the grant, ensuring the supervision and monitoring of the candidate's doctoral thesis. Those with part-time positions, on leave of absence, visiting professors, and emeritus professors do not meet this requirement.
- b) Be principal investigators or members of the research project, contract, or research or knowledge transfer agreement. In the case of research or knowledge transfer agreements, they must have a minimum value of €24,000. Projects, contracts, or agreements must be active or granted at the time of application submission. Projects with a provisional favorable resolution will be considered granted, provided they are confirmed by a final resolution.
- c) Be part of a recognized research group within the framework of the call for grants to support the scientific activity of research groups in Catalonia (SGR-Cat 2021).
- d) Each thesis supervisor may appear in only one application.

It is the responsibility of the universities to verify the eligibility of thesis supervisors. In case of doubt, please contact the grants office of your host university.

11. Regarding the Horizon Europe Strategic Plan, I'm not sure where to classify my thesis. Is this classification compulsory to apply for the grant?

Yes, it is mandatory. The FI-SDUR 2023 call will only fund projects aligned with UE strategic orientations for research and innovation, so your research project must be related to any of the clusters and intervention areas described in the Horizon Europe Strategic Plan (2025 – 2027). You can check the wide list of knowledge areas on the [Horizon Europe Strategic Plan](#).

If, even so, you have doubts about classifying your research project, you can ask your supervisor or contact us.

12. Can the additional funding from the Ramón y Cajal grants be considered a research project??

No. Neither support grants to groups recognized by the Government of Catalonia (SGR) nor grants to incorporate research staff are considered competitive research projects.

13. Can thesis supervisors submit more than one FI SDUR application with different PhD candidates in this call?

No, each thesis supervisor may only appear in one application for FI SDUR 2025 call.

B. Application submission

14. In which language must be written the annexed document to the application form?

The application documents can be written in Catalan, Spanish or English.

15. Do I need a digital signature or certificate to apply?

No, you don't. If you don't have a digital signature or certificate you can apply through the option "Sol·licitud sense certificat digital".

16. Can I include a thesis co-supervisor in the FI-SDUR 2023 application?

No, you can only include one thesis supervisor in your application, which will be the person who will have to fulfil all the requirements.

17. Where should I attach my master's degree grades transcript in the application form?

In the section of the application form entitled "Documentació annexa", you will find two spaces where you can attach both the degree transcript and the master's transcript.

18. Which documents should I attach to the application form?

- An **annexed document** which includes a brief curriculum of the PhD candidate, a summary of the project and its scientific objectives, and a technical report with a summary of the training activities that are expected to be achieved throughout the three-year duration of the grant. The model for this attached document will be available on AGAUR website during the application period.
- If necessary, a **document certifying the awarding of the research project, contract or agreement** to which the thesis supervisor must be linked. This document must include the title of the project, the funding amount, the start and end dates and the list of members where the thesis director is mentioned.
- The **undergraduate academic transcript** or the equivalent studies **and master's studies transcript** that provide access to the PhD program. These transcripts must include the date of the title obtaining and the average grade.
- If the studies have been completed outside of the Spanish university system, the **statements of equivalences of the average grades** must be also submitted. To obtain this document you should access the [webpage of the Ministry of Universities](#) and access the online service (you must register previously). Then, you should fill in the form following the [instructions](#) and the [equivalence scales](#) for the different countries. The form will automatically calculate the final average grade and will allow you to download the results, which must be attached to the application form in pdf format.

Suppose the academic file of the studies does not include the description of the evaluation system used by the corresponding university. In that case, it will also be necessary to attach, within this same section. This documentation describes this evaluation system where it is stated, at least, the maximum and minimum qualification within the system and what is the minimum grade to pass.

- If necessary, a copy of the corresponding **supporting documentation relating to any exceptional situations** stated in the call and described in question 2 of this document.

19. I'm trying to attach the supporting documents and I'm having issues. Why?

To attach the supporting documents without errors, please ensure the following:

1. **File size:** The total size of the application must not exceed 5MB. Some of the files you uploaded might be too large. Try reducing their size and reattaching them.
2. **File names:** The names of the attached files should be short and free of special characters. To ensure correctness, avoid using uppercase letters, numbers, or special characters.

If technical issues persist, please contact AGAUR for assistance.

20. Once I have submitted my application, do I have to initiate any other procedure in the second phase (confirmation of applications by universities?)?

No, you don't have to carry out any other procedure. Universities and research centres are responsible for confirming or rejecting your application.

21. I had technical issues while submitting the application. What can I do?

If you submitted the application using a digital certificate or signature and it returned an error, please try to submit it without the digital certificate.

If you're having trouble attaching documents to the application form, please check the total size (up to 5 MB), the format (pdf), and the file name (use short names without special characters).

If technical issues persist, please contact AGAUR for assistance. You can also check the meaning of the errors codes in the webpage [Support to processing](#).

Please note that applications will not be accepted after the deadline for applications; we recommend that you prepare and submit the application well in advance. Once the application has been successfully sent, the "Tràmits" portal will generate a receipt.