

NOTICE OF THE CALL FOR PROPOSALS FOR THE AWARD OF 22 (TWENTY-TWO) RESEARCH SCHOLARSHIPS (RS) FOR STUDENTS ENROLLED IN MASTER'S PROGRAM, UNDER THE MULTIANNUAL FUNDING PROGRAM AGREEMENT FOR R&D UNITS 2020-2023, ESTABLISHED BETWEEN THE FOUNDATION FOR SCIENCE AND TECHNOLOGY (FCT), THE FACULTY OF ARTS AND HUMANITIES OF THE UNIVERSITY OF PORTO (FLUP), AND THE TRANSDISCIPLINARY RESEARCH CENTER "CULTURE, SPACE AND MEMORY" (CITCEM), WITHIN THE SCOPE OF BASE FUNDING (REF. UIDB/04059/2020), CURRENTLY UNDERWAY AT THE FACULTY OF ARTS OF THE UNIVERSITY OF PORTO.

This notice is open for **22 (twenty-two) Research Studentship (RS) for students enrolled in master's program** for the performance of scientific research activities, under the Multiyear Funding Program Agreement for R&D Units 2020-2023, established between the Foundation for Science and Technology (FCT), the Faculty of Arts and Humanities of the University of Porto (FLUP), and the Transdisciplinary Research Center "Culture, Space and Memory" (CITCEM), within the scope of Base Funding (Ref. UIDB/04059/2020), under the following conditions:

1. Scientific field: Archaeology, Communication Sciences, Culture and Literature, History, Art History, and Museology.

2. Applicable Legislation and Regulations:

Research Fellowship Holder Statute, approved by Law No. 40/2004, of August 18, in its current version; University of Porto Research Scholarship Regulations – approved by Regulation No. 184/2021, published in the Diário da República, 2nd Series, No. 43, of March 3; Legal regime for the recognition of academic degrees and diplomas awarded by foreign higher education institutions and the Code of Administrative Procedure (CPA), approved by Decree-Law No. 4/2015, of January 7.

3. Admission Requirements, to be documented:

All individuals holding the following requirements may apply for this studentship, pending the submission of the corresponding documents:

- a) Hold a bachelor's degree with a minimum grade of 14 out of 20;
- b) Be enrolled as a student in the first year of one of the following Master's degrees at FLUP: in Archaeology; Communication Sciences; Communication and Management of Creative Industries; Teaching History in the 3rd cycle of Basic Education and in Secondary Education; African Studies; Literary, Cultural, and Interart Studies; Medieval Studies; Contemporary History; History of Art, Heritage, and Visual Culture; History and Heritage; Museology;

4. Preferential conditions:

- a) Highest grade obtained in undergraduate studies;

- b) Experience in research projects;
- c) Scientific publications;
- d) Fluency in English (spoken and written).

5. Work plan:

The main activities to be carried out by the grantee within the scope of the scholarship include:

- a) Contributing to the scientific production of CITCEM, specifically in the existing research groups;
- b) Supporting the outreach and knowledge dissemination activities of CITCEM;
- c) Participating in and presenting papers at scientific meetings.

6. Workplace:

The work will be carried out at the Faculty of Arts of the University of Porto or at other locations necessary for the execution of the work plan, with the mandatory inclusion of a member affiliated with CITCEM in the scientific guidance team.

7. Scholarship duration:

The scholarship will have a duration of 4 (four) months, on an exclusive basis, and may eventually be renewed according to institutional needs, up to the deadline for the implementation of the work plan, financial availability, and the maximum deadline for the execution of the funding from the R&D Unit, never exceeding the limits defined in Regulation No. 184/2021 for the type of scholarship in question.

8. Monthly maintenance allowance:

8.1. The monthly maintenance allowance for the studentships is € 990,98, in accordance with Annex I of the University of Porto's Research Studentships Regulations, updated by Rectorial Order no. GR04/02/2024 of 14 February 2024, which amends the value of the University of Porto's research studentships for the year 2024.

8.2 Payment will be made by the Faculty of Arts and Humanities of the University of Porto by bank transfer. In addition to this allowance, the grant holder will be covered by personal accident insurance.

8.3 The studentships holder can join the Voluntary Social Insurance Scheme (valid for a scholarship contract of six months or more), which is optional (not compulsory) and the reimbursement corresponds to the 1st step of the contribution base.

9. Selection methods:

9.1 Curriculum Evaluation (CE) and, if the jury deems it necessary, Selection Interview (SI). If applicable, the interview will be conducted with the top 24 candidates in the CE. The final score will be calculated using the following formula: $0.7 \times CE + 0.3 \times SI$. If there is no interview, the final score will be equal to the score obtained in the CE.

9.2. Applications deemed admissible will be scored on a scale from 0 (zero) to 200 (two hundred) points for each of the following evaluation criteria.

9.3. The evaluation criteria and weighting factors for the Curriculum Evaluation (CE) are as follows:

- CE1: Final undergraduate grade, weighted at **50%** of the overall application score (the score for this sub-criterion will be the candidate's undergraduate GPA multiplied by 10 (ten), if the average grade has been awarded on a Portuguese quantitative scale from 0 (zero) to 20 (twenty). If the candidate presents a foreign diploma without its final grade converted to the Portuguese grading scale by the end of the application deadline, they will typically receive a minimum score, that is, 100 points);
- CE2: Candidate's CV, weighted at **20%** of the overall application score, evaluated by the jury based on the CV content;
- CE3: Research project presented by the candidate, weighted at **20%** of the overall application score;
- CE4: Candidate's motivation, evaluated by the jury based on the motivation letter provided by the candidate, weighted at **10%** of the overall application score

9.4. The evaluation factors for the **Selection Interview**, if conducted, will be:

- a) Oral expression, particularly in English (40%);
- b) Participation in academic and non-academic groups and dynamics (30%);
- c) Justification of the research project (30%).

9.5. Based on the results of the final score, the final ranking list will be developed.

9.6. This competition is exclusively intended to fill the specified vacancies. If one or more candidates fail to demonstrate the profile required to carry out the work plan described within the scope of this funding, the jury reserves the right not to award the contested position(s).

10. Composition of the Selection Jury:

The evaluation panel for the candidates consists of the following members:

- President: Professor Maria Inês Ferreira de Amorim Brandão da Silva, Ph.D., Full Professor at the Faculty of Arts of the University of Porto and Scientific Coordinator of CITCEM.
- Member: Professor Fernando António Dias Zamith Silva, Ph.D., Associate Professor at the Faculty of Arts of the University of Porto;
- Member: Professor Maria Leonor César Machado de Sousa Botelho, Ph.D., Associate Professor at the Faculty of Arts of the University of Porto.

The panel assessing the candidates is made up of the following alternates:

- Member: Professor Alice Lucas Semedo, Ph.D., Associate Professor at the Faculty of Arts of the University of Porto;
- Member: Professor Zulmira da Conceição Trigo Gomes Marques Coelho Santos, Ph.D., Full Professor at the Faculty of Arts of the University of Porto.

11. Notification/Publication of Results:

11.1. Candidates will be notified of the evaluation phase(s) of the applications that are sent to them by email, to the address they provide for this purpose, with a delivery notification receipt.

11.2. Notifications are made by email, in accordance with articles 112, paragraph 1, subparagraph c) and 113, paragraph 5, of the Administrative Procedure Code.

11.3. In accordance with the provisions of article 121 and following of the Administrative Procedure Code, after being notified, candidates have 10 working days to submit written comments.

12. Application Submission Method and Deadline:

12.1. The competition is open for **until June 13th, 2024 (Local time - Lisbon)** from the publication of this notice (closing at 11:59 PM local time on the final submission date).

12.2. Applications must be submitted on the FLUP website at the following address: https://sigarra.up.pt/flup/en/cnt_cand_geral.concursos_list (**Ref^a 2024/29, Pr. 138**), accompanied by the following mandatory presentation documents:

- a) Curriculum vitae of the candidate, including: identification; academic background; professional experience; participation in scientific events (with or without presentations); participation in research projects; publications; other relevant elements for the evaluation of the application;
- b) Motivation letter;
- c) Declaration of commitment to declare that you reside permanently and habitually, or that you have the conditions to reside permanently and habitually in Portugal from July 1, 2024 (scheduled start date of the work plan). Mandatory document for both Portuguese and foreign citizens.
- d) Declaration of eligibility (attached);
- e) Certificate of academic qualification held (Bachelor's degree), specifying the final grade and, if possible, the grades obtained in all completed subjects. If the supporting documents for foreign degree holders do not include the final grade of the degree required in the Notice with the respective grade converted to the Portuguese grading scale, the jury will consider that the candidate has the minimum grade required for obtaining the degree in Portugal, in accordance with the provisions of paragraph 2 of article 16 of Regulation No. 184/2021 of the University of Porto;
- f) Proof of recognition of the bachelor's degree awarded by a foreign¹ higher education institution and registration of the conversion of the respective final grade to the Portuguese grading scale. Candidates with diplomas issued by foreign higher education institutions may apply and will be evaluated under the same criteria as candidates with diplomas issued by Portuguese institutions, provided that they submit proof of recognition of academic degrees and conversion of the final grade to the Portuguese grading scale in accordance with applicable law;
- g) Proof of enrollment in one of the Master's programs indicated in section 3, paragraph b) of this Notice (to be submitted by the time of hiring), or a declaration of honor committing to meeting the enrollment conditions and presenting proof of enrollment by the time of hiring. In accordance with the provisions of paragraph 5 of article 22 of Regulation 184/2021, "Failure to submit the required documentation within 30 days after the date of communication of the conditional award of the scholarship implies the expiration of said award;
- h) Research project, which must include, necessarily: Title, Abstract (maximum 100 words); State of the

¹ If the degree was awarded by a foreign higher education institution, it must be recognized by a Portuguese higher education institution, in accordance with Article 25 of Decree-Law No. 66/2018, of August 16, which approves the legal regime for the recognition of academic degrees and diplomas in Higher Education awarded by foreign higher education institutions, and under subparagraph (e) of paragraph 2 of Article 4 of Decree-Law No. 60/2018, of August 3.

Art (maximum 300 words); Objectives (maximum 100 words); Detailed Description (maximum 500 words); Bibliographical References (maximum 10 references);

i) Documentary evidence of the preference conditions listed in point 3 of this Notice (if applicable);

12.3. In addition to the documents indicated in the preceding point, the candidate must also attach other documentary evidence of the preference conditions listed in point 3 of the Notice.

12.4. The application and all associated documents may be written in either Portuguese or English.

12.5. Documents should be attached directly to the application message, without links to external platforms/drives. To ensure readability of all documents, the preferred recording format is the "Portable Document Format" (.pdf). Files should be named with the candidate's first and last name and should not exceed, collectively, 5 MB. These files should be compressed in .zip format.

12.6. Failure to meet the deadline for submitting the application, failure to submit or late submission of the documents mentioned in items a) to e), g) and h) of point 12.2. will result in the exclusion of the application.

12.7. Failure to submit, within the application deadline, proof of recognition of the foreign degree or diploma and conversion of the grade to the Portuguese grading scale (if applicable) mentioned in paragraph f) of section 12.2. of this Notice, if the application is considered admissible, will result in the jury considering, in the curriculum assessment phase, that the candidate has the minimum grade required for obtaining the degree in Portugal, in accordance with the provisions of paragraph 2 of article 16 of Regulation No. 184/2021 of the University of Porto.

12.8. Failure to submit the documents mentioned in paragraphs f) and i) of section 12.2. does not result in the exclusion of the application.

13. Reserve list:

Based on the final ranking list, a reserve list will be formed, which may be activated in case of withdrawal and/or non-submission of the required documentation by the selected individual(s). The highest authority of the Faculty reserves the right to call upon the next candidate(s) and so on until the vacancy(ies) is filled, whenever deemed appropriate and at the discretion of the Faculty. This reserve list may be activated for up to 12 (twelve) months from the date of approval of the final ranking list.

14. Policy of non-discrimination and equal access

The University of Porto actively promotes a policy of non-discrimination and equal access, whereby no applicant may be privileged, benefited, disadvantaged or deprived of any right or exempted from any duty on the grounds of, in particular, ancestry, age, gender, sexual orientation, marital status, family situation, economic situation, education, social origin or condition, genetic heritage, reduced working capacity, disability, chronic illness, nationality, ethnic origin or race, territory of origin, language, religion, political or ideological convictions and trade union membership.

STATEMENT

(for the purpose of applying for a Research Studentship)

For the purposes of complying with the provisions of article 10 of the Regulation of Research Studentship of the University of Porto, I declare that:

- I have not entered into any Research Studentship contract to date under the Research Studentship Statute;
- To date, I have entered into the following EBI Research Studentship agreements:

Scholarship Typology	Start Date	End Date	Contracting Entity

I further declare that I meet the conditions of eligibility to join this studentship, as required under the terms of the aforementioned regulation.

As it is true, I sign this declaration.

Date: ____/____/____

Signature
