

Call for applications for two research studentships Centre for Research and Intervention in Education (CIIE)

The Centre for Research and Intervention in Education (CIIE) of the Faculty of Psychology and Education Sciences of the University of Porto (FPCEUP) welcomes applications for two (2) doctoral research studentships in the field of Educational Sciences, in compliance with the provisions of the FCT Regulations for Research Studentships and the Research Studentship Holder Statute (EBI).

The research studentships will be financed by Portuguese Foundation for Science and Technology, IP (FCT), under the Collaboration Agreement for the Financing of the Multi-year Plan for Research Studentships for PhD Students, signed between FCT and CIIE (R&D Unit no. 167).

1. SUBMISSION OF APPLICATIONS

The call for applications is open from August 10 until September 19, 2022 (11h59 pm, Lisbon time).

Applications and all the supporting documents described in this call must be submitted at: https://sigarra.up.pt/fpceup/pt/cnt_cand_geral.concursos_list.

Each applicant can only submit one application, under penalty of cancellation of all the applications submitted. Please note that false declarations or acts of plagiarism from the applicants will lead to the exclusion of the application notwithstanding the need to take other corrective or punitive disciplinary measures.

2. TYPE AND DURATION OF THE STUDENTSHIPS

The PhD studentships are intended to finance research activities carried out by the doctoral candidate that will lead to the attainment of the academic degree of doctor in Portuguese Universities.

The research activities leading to the attainment of the academic degree of doctor will take place at CIIE, which will be the candidates' host institution, notwithstanding that the research work may be carried out in collaboration with more than one institution.

The research activities leading to the attainment of the academic degree of doctor of the selected applicants must be framed within the activity plan and strategy of CIIE and should be conducted as part of the Doctoral Programme in Educational Sciences of FPCEUP.

As a rule, PhD studentships are annual, renewable for up to the maximum of four years (48 months) and cannot be granted for a period less than three consecutive months.

3. RECIPIENTS OF THE STUDENTSHIPS

PhD studentships are intended for candidates who are enrolled or who comply with the requirements to enrol in the third cycle (Doctoral) Programme in Educational Sciences of FPCEUP, and who aim to undertake research activities required to obtain their doctoral at CIIE.

4. ADMISSION REQUIREMENTS

4.1 Admission requirements for applicants

The following candidates may apply to this call:

- National (Portuguese) citizens or citizens from other member states of the European Union.

- Third-country nationals.
- Stateless individuals.
- Citizens with political refugee status.

To apply for a PhD grant, applicants must comply with the following requirements:

- Hold a graduate or master's degree in Educational Sciences or in a related Social Sciences field.
- Reside permanently and habitually in Portugal at the beginning of the work plan at a foreign institution, in cases in which the work plan includes a research period at foreign institutions; this requirement is applicable to both national and foreign citizens.
- Has not benefited previously from a PhD studentship or a PhD in Industry studentship directly funded by FCT, regardless of its duration.
- Not hold a prior doctoral degree.

4.2 Application requirements

The following documents are mandatory, under penalty of exclusion from the call:

- Application form available at https://www.fpce.up.pt/fct/Form_CandidaturaBolsasUnid_CIE2022_PDCE.docx.
- Data from ID card / Citizen's card / Passport.
- Candidate's *Curriculum Vitae*, indicating full name and address and email address; all scientific production (scientific articles, books, chapters, communications, etc.) must be accessible on the Internet, on an active site, or drive, for access by the panel members.
- Certificates of all the academic degrees obtained, indicating compulsorily the final grade and, if possible, the grades obtained in each of the individual course units or, alternatively, a declaration signed by the candidate stating that the graduate or master's degree will be concluded by the end of the application deadline.
- Registration of recognition of the academic degrees awarded by foreign higher education institutions and registration of the conversion of the respective final average grade to the Portuguese grading scale. Alternatively, the candidate may submit a declaration of honour that he/she has obtained the recognition of the foreign degree, equivalent to bachelor or master, prior to deadline of this call for applications;
- Motivation letter.
- Research project, which should include title, keywords, abstract (up to 200 words), state of the art (up to 500 words), research questions and objectives (up to 300 words), detailed description (up to 1000 words), references (up to 20 references) and detailed timeline.
- Recommendation letters (max. two).
- Any documents that the candidates may consider relevant for the assessment of their merit.

The application and all documents associated with it, including letters of motivation and recommendation, must be written in Portuguese or English.

Applicants who are non-Portuguese speakers must provide proof of Portuguese language proficiency, namely through the submission of a Portuguese language course certificate or examination or commit to acquire oral and written proficiency within 8 months.

Regarding the admission requirements, the following should be noted:

- In the case of academic degrees awarded by foreign higher education institutions, and to guarantee the principle of equal treatment among applicants with national and foreign academic degrees, the applicant must submit proof of recognition of such degrees and the conversion of the respective final average grade to the Portuguese grading scale. The recognition of foreign academic degrees and diplomas and the conversion of the respective final average grade to the Portuguese grading scale, can be issued by a Portuguese public higher education institution, or by the Directorate-General for Higher Education (Direção Geral do Ensino Superior, DGES: only in the case of automatic recognition). Candidates should consult the DGES portal for more information at <https://www.dges.gov.pt/en>
- Only applicants who have completed the cycle of studies leading to a graduate or master's degree until the application deadline will be admitted. Applicants who have not yet received their degree certificate/diploma must submit a declaration of honour stating they will conclude the graduate or master's degree by the end of the application period. Granting the studentship will depend on the presentation of proof of the academic qualifications required at the contracting stage.

5. WORK PLAN AND SCIENTIFIC SUPERVISION OF THE STUDENTSHIPS

The research project/work plan should explicitly indicate in which of the research domains proposed by CIIE in the Evaluation of R&D Units it is integrated: 1) Involvement of vulnerable young people in education and training; 2) Contemporary educational challenges for migrants and refugees; 3) Empowerment and inclusion through artistic digital education; 4) Citizenship, communication and literacy in health and well-being; 5) Higher education, innovation and diversity; 6) Community education, participation and social change; 7) Training, equity and the teaching profession; 8) Evaluation and public policies in education; 9) Pedagogical management and democratic participation. The research project/work plan to be presented should contribute to the mission and objectives of CIIE and to the pursuit of its strategic plan. The project will be supervised by one or more integrated members of CIIE.

6. EVALUATION CRITERIA AND BONUSES

6.1 Evaluation Criteria

The evaluation process is divided into two stages:

1st stage: curricular evaluation, evaluation of the research project and evaluation of the letter of motivation. The best ranked candidates, up to a maximum of five, will go on to the second stage.

2nd stage: interview, part of which will be conducted in English, including a very brief presentation of the applicant's background and research interests.

The evaluation takes into account the merit of the candidate, the merit of the research project and the candidate's motivation.

Admissible applications will be scored on a scale of 0-100 in each of the following evaluation criteria:

- Criterion A (1st Stage) - Merit of the applicant, based on the curricular assessment, with the weight of **40%**.
 - Sub-criterion A1 - Academic record, based on the final classifications of the degrees obtained, with a weight of **40%**. The academic career sub-criterion is calculated according to the final classification stated in the academic degree certificate, submitted in the application form, according to Table 1:

Table 1. Reference table to score the sub-criterion A1 – Academic career

Graduate + Master degrees	Graduate degree	Master degree
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(pre- or post-Bologna) or Integrated Master degree		(pre- or post-Bologna)		(pre- or post-Bologna)	
Final grade	A1 score	Final grade	A1 score	Final grade	A1 score
≥ 18	5,0	≥ 17	3,5	≥ 17	3,0
17	4,5	16	3,0	16	2,5
16	4,0	15	2,5	15	2,0
15	3,5	14	2,0	14	1,5
14	3,0	< 14	1,5	< 14	1,0
< 14	2,5				

NOTE: To calculate the score of sub-criterion A1, the prevailing grade is the one stated in the respective degree certificate(s). Certificate final grades presented with decimal digits shall be rounded to the third decimal digit using the following rule: when the fourth decimal digit is equal to or greater than 5 (five) it shall be rounded in excess; if lesser, the value of the third decimal digit shall be upheld. To calculate the arithmetic average between the graduate and master degrees' grades, the original grades indicated in the certificates (even if presented with decimal digits) shall be considered, rounding only the final grade average. If the degree certificate simultaneously shows, both the rounded and the decimal grades, the rounded grade shall be used.

The resulting value in A1 will then be converted to the 0-100 scale.

For calculation of sub-criterion A1, the certificates that specify only a qualitative classification (e.g. pre-Bologna Masters) shall be converted into the terms expressed in Table 2 for the purposes of calculating the final average (bachelor + master) and consequent calculation of the academic pathway classification (by applying Table 1).

Table 2 – Table for conversion of qualitative grades

Qualitative grade	Converted grade
Excellent Very Good with Distinction Praise and Distinction <i>Magna Cum Laude / Summa Cum Laude</i>	18
Very Good Approved with Distinction Good with Distinction <i>Cum Laude</i>	16
Good Approved / Approved by Unanimity	14
Sufficient	12

(FCT, 2022, pp. 7-9,

https://www.fct.pt/apoios/bolsas/concursos/docs/Bolsas_2022_AvisoAberturaConcurso_PT.pdf)

- Sub-criterion A2 - Research experience, with some evidence of the development of relevant research competences, such as participation in research projects, presentation of work in scientific conferences, publications, with a weight of **30%**.
- Sub-criterion A3 - Relevant professional experience showing high level competences in educational intervention and/or innovation, with a weight of **15%**.
- Sub-criterion A4 - Complementary training (postgraduations, specialisations or other non-degree courses and professional training, namely continuous training courses), with a weight of **15%**.
- Criterion B (1st Stage) - Evaluation of research project/work plan, with a weight of **30%**.
 - Sub-criterion B1 - Scientific merit and originality of the work plan, with a weight of **30%**.
 - Sub-criterion B2 - Clarity and coherence of the state of the art and appropriateness of the methodologies to be

used, with a weight of **25%**.

- Sub-criterion B3 - Feasibility of the work plan, with a weight of **15%**.
- Sub-criterion B4 - Relevance and impact potential of their contribution to the objectives and development of the Centre, with a weight of **30%**.
- Criterion C (1st Stage) - Motivation, with a weight of **10%**.
- Criterion D (2nd Stage) - Interview, aimed at clarifying the different elements submitted for evaluation and attesting to the oral and written command of scientific English, with the weight of **20%**.

For the purposes of the grant decision, the candidates will be sorted according to the weighted average of the score obtained in each of the four sub-criteria, translated by the following formula:

$$\text{Final score} = (0,4 \times A) + (0,3 \times B) + (0,1 \times C) + (0,2 \times D)$$

For tie-breaking purposes, the candidates will be sorted based on the scores awarded in each of the evaluation criteria in the following order of precedence: criterion A, criterion B, criterion D, criterion C.

Important note for candidates holding a degree issued by foreign higher education institutions:

- In the case of academic degrees awarded by foreign higher education institutions, and to guarantee the principle of equal treatment among applicants with national and foreign academic degrees, the applicants must submit proof of recognition of such degrees and the conversion of the respective final average grade to the Portuguese grading scale under the terms of the applicable legislation.
- Applicants with foreign academic degrees who do not submit a proof of conversion of the final average grade to the Portuguese grading scale will be evaluated with a minimum grade (10 points) in sub-criterion A1
- In any case, studentship contracts with applicants whose diplomas have been issued by foreign institutions will only be concluded upon presentation of proof of recognition of academic degrees and conversion of the final average grade, as indicated above.

Applicants whose application is scored with a final grade lower than 50 are not eligible for studentship award.

6.2. Bonus points

A bonus of up to a maximum of 5 points may be awarded for applications that demonstrate a particular articulation with the strategic objectives of CIIE.

7. EVALUATION

The evaluation panel is composed of the following elements:

- Manuela Ferreira, CIIE/FPCEUP, University of Porto (Panel coordinator).
- Tiago Neves, CIIE/FPCEUP, University of Porto (member).
- Henrique Vaz, CIIE/FPCEUP, University of Porto (member).
- Elisabete Ferreira, CIIE/FPCEUP, University of Porto (member).
- Sofia Pais, CIIE/FPCEUP, University of Porto (member).
- Eunice Macedo, CIIE/FPCEUP, University of Porto (alternate member).
- Paulo Nogueira, CIIE/FPCEUP, University of Porto (alternate member).

The evaluation panel will assess applications based on the evaluation criteria described in this call for applications, considering the components of evaluation. All panel members, including the coordinator, will make a commitment to respect the responsibilities of the evaluation process, such as the duties of impartiality, the declaration of any potential conflicts of interest, and confidentiality.

At all times during the evaluation process, confidentiality is fully protected and ensured in order to guarantee the independence of all opinions produced. For each application, a final evaluation form will be produced by the panel, in which the arguments that led to the scores attributed to each of the evaluation criteria and sub-criteria will be presented in a clear, coherent and consistent manner.

Minutes of the meetings of the evaluation panel will be taken under the responsibility of all its members.

The minutes and their attachments must include the following information:

- Name and affiliation of all members of the evaluation panel.
- Identification of all excluded applications and respective reasons (if applicable).
- Methodology employed by the panel for particular cases.
- Final evaluation sheets for each application.
- Provisional list of the scoring and ranking of the candidates, in descending order of the final grade, of all applications evaluated by the panel.
- COI statements from all members of the panel.
- Delegations of voting and decision powers by reason of justified absence (if applicable).

8. DISCLOSURE OF THE RESULTS

Evaluation results will be communicated by email to the address provided by the candidates in the application form.

9. DEADLINES AND PROCEDURES FOR PRELIMINARY HEARING, COMPLAINTS AND APPEALS

Once the provisional ranked list of the evaluation results has been communicated, applicants may request a preliminary hearing with the interested parties, under the terms of Articles no. 121 and following of the Code of Administrative Procedures (CPA). The final decision will be announced after the analysis of applicants' arguments presented in the preliminary hearing. Following the final decision, the applicant can file a formal complaint within 15 working days or, alternatively, file an appeal within 30 working days, counting after the communication of the results. Applicants who choose to file a complaint should address their request to the member of the FCT Board of the Directors with the delegated competence. Applicants who choose to file an appeal must address their request to the FCT Board of Directors.

10. REQUIREMENTS TO AWARD THE STUDENTSHIPS

The research studentship contracts are signed directly with FCT.

The following documents are mandatory, upon conditional awarding of the studentship for the purposes of contract preparation:

- a) Copy of civil, fiscal and, when applicable, social security identification document(s).
- b) Copy of the academic qualification certificates of the academic degrees held.
- c) Submission of the record of recognition of the foreign academic degrees and conversion of the respective final classifications to the Portuguese classification scale, if applicable.
- d) Work plan.
- e) Document proving the enrolment and registration in the Doctoral Degree Programme in Educational Sciences of

FPCEUP.

- f) Declaration of the supervisor(s) assuming the responsibility for the supervision of the work plan, in accordance with article 5-A of EBI (draft declaration to be made available by FCT).
- g) Document proving acceptance of the applicant by the institution where the research activities will take place, guaranteeing the necessary conditions for the proper development of the research activities, as well as the fulfilment of the duties established in article 13 of EBI (draft declaration to be made available by FCT).
- h) Updated document proving compliance with the regime of exclusive dedication (draft declaration to be made available by FCT).

The award of the studentship is also subject to:

- The fulfilment of the requirements set out in this Notice.
- The result of the scientific evaluation.
- The non-existence of unjustified breach of duties by the grant recipient under a previous grant contract funded directly or indirectly by FCT.
- FCT budget availability.

Failure to submit any of the documents needed to complete the grant hiring process within 6 months of the date of communication of the decision to award a conditional grant will result in the expiration of the grant and the termination of the process.

11. FUNDING

Studentship payment will start after the signed contract is returned to FCT, which should happen within 15 working days after its delivery. The studentships granted in this call will be financed by FCT using the State Budget fund and, whenever eligible, using the European Social Fund (ESF), under the PORTUGAL 2020 programme, in particular the *Programa Operacional Regional do Norte* (NORTE 2020), as well as other approved funding schemes, according to the legal requirements of the regulatory provisions applicable for this purpose.

12. COMPONENTS OF THE GRANT

The grant holders shall be granted a monthly maintenance allowance in accordance with the table in Annex I of the EBI.

The grant may also include other components, under the terms set forth in Article 18 of the EBI and at the values established in Annex II there to.

All grant recipients shall be covered by personal accident insurance for research activities, borne by FCT.

All grant recipients who are not covered by any social protection scheme may exercise their right to social security by joining the voluntary social insurance scheme, under the terms of the Social Security Contributions Code, and FCT shall pay the costs resulting from the contributions under the terms and within the limits set forth in article 10 of the EBI.

13. PAYMENT OF THE STUDENTSHIP

Payments due to the studentship holder are made by bank transfer to the bank account indicated. The monthly maintenance allowance is paid on the first working day of each month. Registration, enrolment and tuition fees are paid directly by FCT to the national institution where the studentship holder has enrolled or is registered in a PhD Programme.

14. TERMS AND CONDITIONS FOR RENEWAL OF STUDENTSHIPS

The renewal of the grant is always subject to a request presented by the grant holder within the 60 working days prior to the renewal date, accompanied by the following documents:

- Opinions issued by the supervisor and host entity(ies) on the monitoring of the grant holder's work and the evaluation of his/her activities.
- Updated document proving the compliance with the regime of exclusive dedication.
- Document proving the renewal of the enrolment in the cycle of studies leading to a doctoral degree.

15. INFORMATION AND PUBLICITY OF THE GRANTED FUNDING

All the R&D activities carried out by the grantee, directly or indirectly financed by the studentship, namely, papers, publications and scientific creations, as well as the thesis, must include the reference to FCT and the European Social Fund (ESF) financing. In particular, these references should mention the following operational programmes *Programa Operacional Regional do Norte* (NORTE 2020), *Programa Operacional Regional do Centro* (Centro 2020) and *Programa Operacional Regional do Alentejo* (Alentejo 2020). Therefore, the FCT, MCTES, ESF and EU logos must be included in the documents referring to these actions, according to the graphic rules of each operational programme. The disclosure of research results funded according to the RBI provisions must comply with the open access guidelines, publications, and other research results in accordance with FCT rules. For all the studentships, in case of European funded actions, namely the ESF, may be performed monitoring and controlling actions by national or European entities according to the applicable legislation. Grantees must therefore collaborate and provide all the required information, including answering to surveys and evaluation studies in this area, even though the studentship might have already ceased.

16. NON-DISCRIMINATION AND EQUAL ACCESS POLICY

FCT promotes a policy of non-discrimination and equal access, thus no applicant may be privileged, benefited, damaged or deprived of any right or exempted from any duty, due to ancestry, age, gender, sexual orientation, marital status, family status, economic status, education, origin or social condition, genetic heritage, reduced work capacity, disability, chronic disease, nationality, ethnicity or race, territory of origin, language, religion, political or ideological beliefs or trade union affiliation.

17. APPLICABLE LAW & REGULATIONS

The present call is governed by the public notice, by the FCT Regulations for Research Studentships approved by the Regulation no. 950/2019 (published in the Series II of the DR, of 16th December), by the Research Studentship Holder Statute (approved by Law no. 40/2004, of 18th of August, in its current version), and by other applicable national and European legislation.