



APPLICANT'S GUIDE

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What is NOVA DOMUS ?

The NOVA DOMUS consortium is formed by 12 partner universities who deliver the broadest and most comprehensive offerings in doctoral courses, focused this time on Medical sciences, Natural sciences, Engineering technology, and Political Sciences.

One main objective of NOVA DOMUS is to create a network of excellence that would encourage the transversal flow of knowledge.

The consortium aims at forming a new generation of investigators that will be able to exploit (and further enhance) cutting-edge areas of expertise in multi-disciplinary work teams.


Another objective is to generate interdisciplinary and transdisciplinary scenarios where the participants could find complementarities for their formation.

To achieve these goals, NOVA DOMUS offers a funded mobility scheme for doctoral students (research purposes), post-doctoral researchers and academic/administrative staff.





Who are the Consortium Partners?

Coordinator			
Country	University		Contact
Spain	 Universitat de Barcelona	<u>Universitat de Barcelona</u>	Amparo Cortés Lucas <u>novadomus@ub.edu</u>







Co-coordinator

Country	University	Contact
United States	 BROWN	Brown University Kendall Brostuen kendall_brostuen@brown.edu






Partners

Country	University	Contact
Canada	 DALHOUSIE UNIVERSITY <i>Inspiring Minds</i>	Dalhousie University Dieter J. Pelzer dpelzer@dal.ca
Sweden	 LUNDS UNIVERSITET	Lund University Anne Messeter anne.messeter@er.lu.se
Spain	 upf. Universitat Pompeu Fabra Barcelona	Pompeu Fabra University David Comas info-novadomus@upf.edu
Canada	 a place of mind THE UNIVERSITY OF BRITISH COLUMBIA	The University of British Columbia Keith Culver keith.culver@ubc.ca

Partners

Country	University	Contact
Spain	 <p>UAB Universitat Autònoma de Barcelona</p>	<p><u>Universitat Autònoma de Barcelona</u></p> <p>Xavier Gabarrell <u>secretari.doctorat@uab.cat</u></p>
Italy	 <p>ALMA MATER STUDIORUM UNIVERSITÀ DI BOLOGNA</p>	<p><u>University of Bologna</u></p> <p>Ferruccio Quercetti <u>ferruccio.quercetti2@unibo.it</u></p>
United Kingdom	 <p>University of Glasgow</p>	<p><u>University of Glasgow</u></p> <p>Celine Reynaud <u>Celine.Reynaud@glasgow.ac.uk</u></p>
Belgium	 <p>KU LEUVEN</p>	<p><u>University of Leuven</u></p> <p>Katrien Vanelven <u>katrien.vanelven@int.kuleuven.be</u></p>
Canada	 <p>Université de Montréal</p>	<p><u>University of Montreal</u></p> <p>Caroline Téhard <u>caroline.tehard@umontreal.ca</u></p> <p>Frida Anbar <u>Frida.anbar@umontreal.ca</u></p>
Canada	 <p>uOttawa L'Université canadienne Gaulois's university</p>	<p><u>University of Ottawa</u></p> <p>Pierre Payeur <u>adgrad@uottawa.ca</u></p>

Associate partners

Country	University	Contact
Spain	 <p>ICFO The Institute of Photonic Sciences</p>	<p><u>ICFO - The Institute of Photonic Sciences</u></p> <p>David Artigas <u>david.artigas@icfo.es</u></p>
United States	 <p>JOHNS HOPKINS UNIVERSITY</p>	<p><u>Johns Hopkins University</u></p> <p>Lori Citti <u>lcitti1@jhu.edu</u></p>
Canada	 <p>McGill</p>	<p><u>McGill University</u></p> <p>Kally Walsh <u>kally.walsh@mcgill.ca</u></p>
Spain	 <p>UNIVERSITAT POLITÈCNICA DE CATALUNYA UPC BARCELONATECH</p>	<p><u>Universitat Politècnica de Catalunya (UPC- BarcelonaTech)</u></p> <p>Helena Martinez <u>mob.int@upc.edu</u></p> <p>Berenice Martin berenice.martin@upc.edu</p>
United States	 <p>UNIVERSITY OF GEORGIA</p>	<p><u>University of Georgia</u></p> <p>Robert Derrik <u>robertd@uga.edu</u></p>

In which thematic fields of study may I apply?

The project is focused on:



Medical Sciences

Public Health

Medical Technology

Biomedicine

Others – Medical Sciences

Natural Sciences

Physics (Photonics)

Chemistry

Biochemistry

Others – Natural Sciences

Engineering, Technology

Material Sciences

Chemical Engineering

Electrical Engineering

Others - Engineering, Technology

Political Sciences NEW

How many scholarships are available in the LASTESTS call? North American applicants who want to make research in Europe (only at consortium universities)

Level of Studies	Length	Number of Positions Available
Doctorate	6-10 months	2 TG1
Post-Doctorate	6-10 months	5 TG1 2 TG2

European applicants who want to make research in North America (only at consortium universities)

Level	Length	Number of Positions Available
Doctorate	6-10 months	14 TG1 1 TG2



Can I apply for a NOVA DOMUS scholarship?

In our extraordinary call, the following eligibility rules apply:

1. Mobilities can only be:

- a. From Europe (**European nationals**) to USA or Canada
- b. From USA or Canada (**USA or Canada nationals**) to Europe
(e.g. If you are European you cannot apply for a scholarship to an European University).

2. There are **two Target Groups**:

Target Group 1 (TG1): Candidates registered / working in a Partner Institution. This option is available to US, Canadian and EU candidates.

Target Group 2 (TG2): Candidates registered / working in a Higher Education Institution (HEI) (e.g. University of Europe, USA and Canada that is NOT a member of the NOVA DOMUS – CHEMEDPHO consortium).

European applicants

In order to be eligible, European doctoral, post-doctorate and staff candidates, referred to as "European students":

1. Must be a national of an EU Member State;
2. For Target Group 1 (TG1): students/researchers need to be registered/enrolled at one of the European High Educational Institutions within the NOVA DOMUS partnership at the time of submitting their application to the partnership and keep being enrolled for the whole duration of a prospective NOVA DOMUS mobility.
3. For Target Group 2 (TG2): students/researchers need either to be registered/enrolled in an HEI (not included in the partnership) of any European country and keep being enrolled for the whole duration of a prospective NOVA DOMUS mobility, or to have obtained a university degree or equivalent from an HEI of any European country;



4. Must have sufficient knowledge of one of the languages currently spoken in the hosting universities.

Canadian or American applicants

In order to be eligible, doctoral, post-doctorate and staff applicants

1. Must be nationals of one Canada or the USA;
2. For Target Group 1 (TG1): applicants need to be registered at /employed by one of the North American HEIs within the NOVA DOMUS partnership at the time of submitting their application to the partnership.
3. For Target Group 2 (TG2): applicants need either to be registered in / employed by a North American HEI (not included in the partnership) or to have obtained a university degree or equivalent from a North American HEI;
4. Must have sufficient knowledge of one of the languages currently spoken in the hosting university.

3. There are two **types of mobilities**:

PhD

1. Candidates must be enrolled in a PhD programme in the same field of study at the time of their NOVA DOMUS application and keep being enrolled for the whole duration of a prospective NOVA DOMUS mobility. 2. The research topic and activities to be developed must find a match with the research lines of the PhD programme.

Post-doc

Candidates must hold a Doctoral degree.



How do I apply?

Application form must be filled in and submitted on-line through the Project's website contact point: <http://novadomus.ub.edu/content/contact>

How do I complete and submit my application?

The application form **must be COMPLETED in English** even if the candidate applies for an institution that uses a different language. You will find a template at LASTEST NEWS.

The documents you must include mandatorily are:

Passport (only scanned signature/photo page)

Current Resume or CV

Official Language Test (optional)

Proof of registration / engagement

Official Transcript of Diploma/s or Degree/s

(for PhD and postdoc mobilities only)

2 Recommendation letters (for PhD and postdoc mobilities only)

Description of Research Plan

PhD

A brief research project proposal that must be coherent with the research and learning objectives of the hosting PhD programme and must be drafted together with the prospective Academic supervisor.

Invitation letter

PhD

Candidates must upload a pre-acceptance letter issued by the PhD coordinator (use the contact detail provided at the academic offer <http://novadomus.ub.edu/academic-programs>) where the name of the academic supervisor is also specified and that supports the research plan proposed by the candidate.

Post-doc

A pre-acceptance letter issued by the Head of the Department must be uploaded. The pre-acceptance letter must specify: name of the specific academic supervisor, prospective mobility period, working language, support of the proposed research project. Expected activities to be carry out: joint research, attending seminars.



What is the deadline for submitting my application?

December 2016

How are candidates selected?

1. Once the application procedure closes, all partners will have 2 weeks to check the eligibility of their candidates.
2. Later on, all institutions will receive the candidates' applications (as home and host institution) for assessment and ranking. All partners will have 4 weeks for sending the ranking and assessment documents to UB.
3. UB will provide the global list of candidates and their assessment marks to the members of the Selection and Recognition Group.
4. The Selection and Recognition Group will establish the distribution of grants according to the balance of mobility flows between partners, promotion of equal opportunities, gender balance and social equity.
5. All partners will be informed of the list of their incoming grantees for final approval.
6. UB will contact all the candidates and inform them of the results.
7. UB will send the final list of selected candidates to the EACEA.

Candidates grading

DOCTORATE / POSTDOCTORATE	HOST UNIV
Academic merit (Scientific achievement and background)	0-40
Outline of the Research Plan	0-30



Personal and Professional motivation (motivation statement and CV)	0-30
TOTAL	0-100

Appeal Process

Candidates who are not selected will have a 10-day appeal period after the publication of the results.

Appeals against the academic judgement of the evaluator will not be taken into account. In case you want to submit an appeal you must send an e-mail to novadomus@ub.edu with the following information:

- Full name
- Application reference code (the one you get automatically when you send the electronic application form)
- Motivation for the appeal.

Approximate Timetable

- **On-line Call for Applications:** until December 2016
- Decision: 2 weeks after application.
- **Appeal Process:** Candidates who are not selected will have a 10-day appeal period after the publication of the results.

When must I arrive at the host institution?

Doctorate and post-doctorate mobilities must begin compulsorily **before 30th December 2016**; each partner university will agree with selected candidates the starting date of the mobility at the host university.



Additional information

Please visit the NOVA DOMUS official website for further information; you can access through: <http://novadomus.ub.edu/>

Keep updated and share comments and ideas by liking NOVA DOMUS on Facebook or following @NOVADOMUSCHEMED on Twitter!

Each partner university has its own NOVA DOMUS Coordination Office. Please contact your local coordinator <http://novadomus.ub.edu/partners> if you need help.

DON'T FORGET TO CHECK RESEARCH TOPICS in our academic offer
<http://novadomus.ub.edu/academic-programs>