



## ELIGIBILITY

Can I apply if I have not finished my PhD?

Yes. You can if you are officially awarded your PhD degree before the start of the fellowship.

I have four years postdoctoral training. Can I still apply?

You are eligible for a period of **5 years** following the successful completion of your PhD at the date of the interviews. You can apply if you fulfill all other eligibility criteria.

I finished my PhD 5 years ago but I was on sick leave the whole last year due to an accident, is this period taken into account?

Yes. We will **extend** the 5-year rule for applicants whose academic career has been interrupted for maternity or paternity leave (one additional year per child up to a maximum of three years), illness or other special circumstances. Your career break must be reported in *Additional Notes* of the online application. If you are selected for an interview, you will be asked to provide additional supporting documents.

I am 35 years old but I finished my PhD last year, am I still eligible?

Yes. You are still eligible. There is no age limit for the IRB International Postdoctoral Programme.

I am a European candidate and have been working in a Spanish institute for the last 6 months, am I still eligible?

Yes. Only researchers who have resided or carried out their main activity in Spain for **more than 12 months** in the 3 years prior to the call deadline are excluded. Short stays such as holidays will not be taken into account.

## APPLICATION

### Where can I find the online application?

The direct link is: <http://postdoc.irbbarcelona.org/>. You will be able to upload all your documents and personal information to submit your candidature.

### Do I need to register to submit an application?

Yes. You will need to provide your personal details the first time you enter by clicking on “Login”. Once you have saved your personal information, you will receive an automatic email with your login details. You will be able to save your application as many times as you like and continue working on it until you click on the “Submit” button or until the deadline.

### Can I send the reference letters on behalf of my referees?

No. You are responsible for ensuring that referees submit their letters but you cannot send the letters directly to us. You must email to your referees asking for a letter of recommendation. Otherwise, download instructions for the referees (the link is in the application form) and forward these instructions on to them. Please confirm with your referees that they have received that they have sent the letter to [postdoc@irbbarcelona.org](mailto:postdoc@irbbarcelona.org)

### How can my referees send their reference letters by email?

Referees may their letters either by e-mail to [postdoc@irbbarcelona.org](mailto:postdoc@irbbarcelona.org) or by airmail to our contact address.

### How can I find out whether my referees have sent their reference letters?

Once each of the reference letters have been uploaded by the IRB Barcelona, the symbol for the reference letter will change to . Please remember that both letters must have this symbol in order to consider your application eligible.

### How can I get the instructions for reference letters?

The instructions can be downloaded both from the application form or the programme webpage.

The status of my application shows that there are no letters uploaded, however my referees confirmed that they sent the letters to [postdoc@irbbarcelona.org](mailto:postdoc@irbbarcelona.org).

IRBPostPro 2.0 management staff can upload the letters received only after the applicant has submitted his/her application.

I will not have my doctoral degree before the end of the application period, would it suffice to scan a copy of my master degree as an official academic record?

If you do not have your PhD degree, please upload a scanned copy of your academic record for your bachelor or master's degree, showing the subjects and grades obtained. You must also provide a letter of commitment stating that you will have obtained your PhD degree by the fellowship incorporation date.

The academic record of my master's degree is not in English. Is this a problem?

All the documents attached should be in English. You can upload a sworn translation of your degree, together with the original document.



## SELECTION PROCESS

### Does the selection process involve an interview?

Yes. Pre-selected candidates will be invited to attend an interview that will take place at IRB Barcelona. Travel and accommodation costs will be covered by the IRB Barcelona International Postdoctoral Programme.

### Do I have to write a project?

Yes. You are required to write a Statement of Research Interests, including a short proposal of the prospective research project (600 words) and a motivation and research skills declaration (400 words). You can use the template available on the website.

### When will I know whether I have been invited for an interview?

If you are selected for an interview, you will receive the invitation by the end of August/early September 2016.

### If I am selected to join one of the IRB Barcelona research groups, when does the fellowship start?

Selected candidates should start their fellowships by January 2017.