

**Call for applications for up to 12 doctoral scholarships 2021/2022 under the CMU Portugal
Affiliated Ph.D. Programs initiative**

Within the framework of the Carnegie Mellon Portugal (CMU Portugal), the Fundação para a Ciência e Tecnologia (FCT) opens a call for applications for up to **twelve (12) Ph.D. Scholarships** (Bolsas de Investigação para Doutoramento, BD), to take place under the CMU Portugal Affiliated Ph.D. Programs initiative (Programas de Doutoramento Afiliados), in the following CMU Portugal related areas: Computer Science, Electrical and Computer Engineering, Engineering and Public Policy, Human-Computer Interaction, Language Technologies, Robotics, Software Engineering. The Affiliated Ph.D. Programs initiative has the objective of strengthening the collaboration between the Portuguese higher education institutions and Portuguese companies through a strong partnership with Carnegie Mellon University.

After a successful conclusion of the Ph.D. Program, the candidates will be awarded a Ph.D. degree by the host Portuguese university. Details about the CMU Portugal Affiliated Ph.D. Programs initiative can be assessed on the webpage of the Program at <https://www.cmuportugal.org/affiliated-ph-d-programs/>.

1. ADMISSIONS

The admissions period will be open from February 15th 2021 at 12:00 (GMT) to March 31st 2021 at 12:00 (GMT). Applications should be submitted online through the form available on the [CMU Portugal webpage](#) (in the section related to the Affiliated Ph.D. Programs), after a careful reading of all the requirements and submission of the online form with the necessary attachments.

Only applications submitted through this platform will be considered for evaluation.

It is the candidate's responsibility to ensure that the online form is correctly filled, and the required documents attached.

Each candidate can submit only one application.

False statements or acts of plagiarism made by the candidates will result in the cancelation of the application and possible adoption of sanctioning measures towards the candidate.

2. SCHOLARSHIPS TYPE AND DURATION

The scholarships are destined to candidates registered or that fulfill the necessary requirements to be eligible for a Ph.D. Program in Portugal and that want to pursue research activities necessary to obtain the doctoral degree.

The scholarship typology will be "Bolsa Mista", this way the work plan will take place in a Portuguese higher education

institution and partially at Carnegie Mellon University. The funding duration should not exceed 4 years. From those, the period that the candidates spend in Portugal should not exceed 3 years. During this period, applications that include a collaboration with a Portuguese company in the area of Information and Communication Technologies (ICT) will be valued. The period that the candidates spend at Carnegie Mellon University should not exceed 1 year of duration.

The scholarships are awarded on an annual basis and renewed for up to 4 years (48 months). The scholarships cannot be awarded for less than 3 consecutive months.

3. ADMISSIBILITY

In accordance with articles 6 and 9, from the [FCT Regulation for Studentships and Fellowships \(RBI\)](#) the following candidates can apply:

- National citizens or citizens from another member states of the European Union;
- Citizens of third States;
- Stateless persons;
- Citizens enjoying political refugee status.

To apply for the Ph.D. scholarships, it is necessary:

- Hold a Licenciatura or master's degree, preferably in the CMU Portugal research areas identified in the introduction of the current announcement;
- Reside in Portugal permanently and habitually, a mandatory requirement for both national citizens and foreign citizens;
- Not having benefited from a Ph.D. scholarship or Ph.D. in companies scholarship directly funded by FCT, regardless of its duration.

For the application to be considered, it is mandatory to complete an online application form available at <https://cmuportugal.slideroom.com/#/Login> with the following attachments:

- Candidate's CV exported through the CIÊNCIAVITAE¹ platform;
- Supervisor in Portugal and co-supervisor at CMU CV's;
- Supervisor and co-supervisor support letters;
- Certificates of qualification of the academic degrees held, specifying the final classification and, if possible, the classifications obtained in all subjects taken, or, alternatively, the candidate's declaration of honor on how (s)he completed the licenciatura's or master's degree by the end the application deadline;
- Registration of recognition of the academic degrees awarded by foreign higher education institutions and registration of the final classification conversion to the Portuguese classification scale for those degrees², or,

¹ To register: <https://cienciavitae.pt/>

² The recognition of foreign academic degrees and diplomas as well as the final classification conversion to the Portuguese classification scale can be request at any public higher education institution in Portugal, or at the Directorate General for Higher

alternatively, the candidate's declaration of honor on how (s)he obtained the recognition of the foreign degree equivalent to a graduate or master's degree until the end of the application period;

- Motivation letter;
- Work plan;
- 2 Letters of Recommendation (preferably one letter from the academia and other from the industry).

The candidate can also attach the following optional document that will have a bonus in the evaluation if considered to be eligible:

- Support letter from Portuguese ICT company related to the candidate's work plan;

The online application form as well as the documents to be attached should be written in English. The certificates of qualification of the academic degrees held can be written in English or Portuguese.

4. HOST INSTITUTIONS, SCIENTIFIC SUPERVISION AND WORK PLAN

The candidate must indicate what will be the host institution in and Ph.D. Program in Portugal to which (s)he is registered, will be registered, or has applied to for the next academic year. It must also indicate what will be the CMU hosting department and if (s)he will have a collaboration with a Portuguese ICT company.

It is mandatory for the candidate to present a supervisor in Portugal and co-supervisor at CMU and their affiliations, justifying his/her choice.

The candidate must also present a Ph.D. work plan with the following information: title, keywords (following the CCS format³); abstract, state-of-the-art review; objectives; detailed description, namely the tasks to be developed as well as the relevance of the work plan towards the CMU Portugal Program; timeline, specifying the periods of stay in Portugal (and, if it is the case, detailing the collaboration with the company) and at CMU; bibliographic references.

5. EVALUATION CRITERIA

The evaluation takes into account the candidate's merit, the merit of the work plan, and the merit of the host conditions. Applications considered admissible will be scored on a scale of 0-5 in each of the following evaluation criteria:

- **Criterion A – Candidate's merit (45%)**
 - Subcriterion A1 – Academic path (scores of academic degrees and academic activities) weighting 20% of the candidate's merit;
 - Subcriterion A2 – Professional experience (scientific and/or professional experience) weighting 15% of the candidate's merit;

Education (DGES) for the automatic recognition of the degrees. More information available at: <http://www.dges.gov.pt>

³ More information: <https://dl.acm.org/ccs>

- Subcriterion A3 – Motivation letter weighting 10% of the candidate’s merit.
- **Criterion B – Merit of the work plan (35%)**, namely its scientific quality, feasibility, the framework of the work plan research theme in the CMU Portugal Program main areas of research.
- **Criterion C – Merit of the host conditions and supervision (10%)**, namely the host institutions’ and Ph.D. Program relevance to the CMU Portugal Program; as well as the supervisor’s scientific merit, experience and previous collaboration with the CMU Portugal Program.
- **Criterion D – Alignment with the CMU Portugal Program (10%)**, namely the alignment of a candidate to one of the research projects funded by the CMU Portugal Program under the initiatives “Large-scale collaborative research projects ” or “Exploratory Research Projects”.

For the purpose of deciding on the awarding of scholarships, candidates will be ranked according to the weighted average of the classification obtained in each of the 4 criteria, calculated according to the following formula:

$$\text{Final score} = (0,45 \times A) + (0,35 \times B) + (0,1 \times C) + (0,1 \times D)$$

A maximum bonus of 0,5 points will be awarded if the candidate presents a suitable declaration of support from a Portuguese ICT company aligned with the work plan submitted.

For tie-breaking purposes, candidates will be ranked according to the scores assigned to each of the evaluation criteria in the following order of precedence: criterion A, criterion B, criterion C and criterion D.

Important notes for candidates with diplomas issued by foreign higher education institutions:

- Candidates with diplomas issued by foreign higher education institutions can apply and will be evaluated using the same criteria as candidates with diplomas issued by Portuguese institutions, provided that they present, in their application, proof of recognition of academic degrees and the conversion of final classification for the Portuguese classification scale under the applicable terms of legislation.
- Candidates with foreign degrees who do not show proof of conversion from the final classification to the Portuguese classification scale will be evaluated with the minimum classification (0,5 points) in subcriterion A1.
- In any case, scholarship contracts with candidates with diplomas issued by foreign institutions will only be concluded upon presentation of proof of recognition of academic degrees and conversion of the final classification, as stated above.

Candidates with a final score of < 3 points will not be eligible for scholarship awarding.

6. EVALUATION

The elements of the jury that will evaluate the applications will be disclosed on the CMU Portugal website shortly after the applications period and before the start of their evaluation.

The selection panel will assess applications in accordance with the evaluation criteria contained in this Call for Proposals, considering the elements of evaluation.

The jury will produce, for each application, a final evaluation report where it is clearly stated the reasoning for the scores given in each criterion and subcriterion and also bonus applied.

All the jury members, including the chairs, have committed to respect a set of responsibilities essential to the evaluation process, such as the duties of impartiality, the declaration of any potential conflict of interest situations and confidentiality. At all times during the evaluation process, confidentiality is fully protected and ensured to guarantee the independence of all opinions produced.

The jury will be composed of committees for each area available in the current announcement. Each committee will have at least 3 faculty members, and from those, at least 1 should be affiliated with CMU and the remainder from Portuguese Universities affiliated with the CMU Portugal Program. The CMU Portugal Program Directors will chair the jury.

From the jury meetings, a selection report will be produced that will be the responsibility of all members. It must include the following information:

- Name and affiliation of all the jury;
- Identification of all the excluded applications and respective reasoning;
- Detailed evaluation in each criteria for each candidate as well as a global qualitative evaluation;
- Provisional list of classification and ranking of candidates, in descending order of the final classification, of all the applications evaluated by the panel;
- Conflict of interest declaration from each member of the jury;
- Possible delegations of votes and powers due to justified absence.

7. DISCLOSURE OF RESULTS

The list of candidates to be considered for scholarship will be published in the [CMU Portugal webpage](#). All candidates will be notified via email of the evaluation results.

8. DEADLINES AND PROCEDURES FOR PRIOR HEARING, COMPLAINT AND APPEAL

After communication of the preliminary list of results of the evaluation, the candidates have 10 working days to give their opinion at the prior hearing of interested parties, under the terms of articles 121 and following the Code of Administrative Procedure.

The final decision will be rendered after analyzing the pronunciations presented at the previous hearing of interested parties. From the final decision, a complaint can be filed within 15 working days, or, alternatively, an appeal may be filed within 30 working days, both counted from the respective notification. Candidates who choose to submit a complaint must address their pronouncement to the FCT Board of Directors with delegated competence. Candidates who choose to submit an appeal must address the same to the FCT Board of Directors.

9. SCHOLARSHIP AWARDING REQUIREMENTS

The scholarship contracts are celebrated directly with FCT. After the candidate's scholarship awarding, and for the contract to be issued, the following documents must be sent:

- Copy of the civil, tax and, where applicable, social security identification document(s);
- Copy of the certificates of the academic degree(s) held;
- Presentation of the recognition of foreign academic degrees and conversion of the respective final classifications to the Portuguese classification scale, if applicable;
- Document of enrollment and registration in the Doctoral Program to be attended by the candidate or proof of Doctoral Program application;
- Statement by the supervisors assuming responsibility for supervising the work plan, according to Article 5-A of the Research Fellow's Statute (template to be made available by FCT);
- Document proving the candidate's acceptance by the institution where the research activities will take place, guaranteeing the required conditions for its good development, as well as the fulfillment of the duties provided for in article 13 of the Research Fellow's Statute (template declaration to be made available by FCT);
- Updated document proving compliance with the exclusive dedication regime (template declaration to be made available by FCT).

The scholarship awarding is also dependent on:

- Compliance with the requirements of this announcement;
- The results of the scientific evaluation;
- The absence of unjustified non-compliance with the candidate's duties under a previous scholarship financed directly or indirectly by FCT;
- FCT's budget availability.

Failure to deliver any of the required documents to complete the scholarship contracting process within 6 months from the date of communication of the conditional scholarship decision implies the expiration of the scholarship and the process's termination.

10. FUNDING

Scholarships awarded under the current call will be funded by FCT with funds from the State Budget.

11. SCHOLARSHIP

Scholarship recipients receive a monthly maintenance allowance in accordance with the table in Annex I of the "Regulation for Research Studentships and Fellowship" (RBI).

The scholarship may also include other components, under the terms set out in article 18 of the RBI and at the amounts provided for in its Annex II.

A monthly stipend of 1.074,64 euros will be awarded while the scholarship holder is in Portugal. While at CMU, the scholarship holder will be awarded a monthly stipend of 1.883,65 euros.

The payment of the stipend, as well as the social security (to which the scholarship holder can adhere to through the voluntary social insurance regime), will be paid every month through bank transfer. More information regarding the monthly stipend, social security and other allowances that can be provided through the scholarship is available on the [FCT webpage](#).

The scholarship holders will pursue their scholarship under the exclusive dedication regime, under article 5 of the RBI.

12. SCHOLARSHIP PAYMENT

Payments due to the grantee are made by bank transfer to the account listed by the grantee. The monthly maintenance allowance is paid on the first business day of each month. The payments for the registration, enrollment or tuition components are made by FCT directly to the national institution where the fellow is enrolled in the Ph.D.

13. NON-DISCRIMINATION AND EQUAL ACCESS POLICY

FCT promotes a policy of non-discrimination and equal access, so that no candidate can be privileged, benefited, harmed or deprived of any right or exempt from any duty due, namely, to ancestry, age, gender, sexual orientation, marital status, family status, economic status, education, origin or social status, genetic heritage, reduced work capacity, disability, chronic illness, nationality, ethnic or race origin, territory of origin, language, religion, political or ideological beliefs and affiliation union.

14. APPLICABLE LEGISLATION AND REGULATION

The call is governed by the present Announcement, by the [Regulation for Research Studentships and Fellowship \(RBI\)](#), approved by Regulation No. 950/2019, published in the II Series of the DR of December 16, 2019, by the [Research Fellowship Holder Statute](#) approved by the Law 40/2004, of August 18, in the current wording, and by other applicable national and community legislation.

Additional information may be requested to the email (apply@cmuportugal.org)