FAQs
04/03/2021

Participation Requirements

1. **What are these scholarships for?**

To begin a research career, doing an internship during the academic year 2021-2022, in an institute of the CSIC, developing one of the proposed training plan.

2. **Who can submit the application?**

Students can apply if they meet one of these conditions:

- University students who will finish the bachelor degree in the 2020-2021 academic year. The number of obtained credits must be at least 80% of the total credits required to complete the academic year.
- University students who are going to be students of official a University Master Degree in the 2021-2022 academic year.
- University students enrolled in an official University Master's Degree in the 2020-2021 academic year.
- Students with an average grade or undergraduate degree, on a decimal scale of 0-10 and with 2 decimals, equal to or greater than 8.00 for all branches of knowledge, except for Engineering and Architecture that will be equal to or greater than 7.00.

In addition, they must not be in possession or legal disposition to obtain an academic degree of Doctor, not having being beneficiary of a scholarship of Introduction to Research within the JAE program, in the previous calls and not be physically incapacitated or suffer from illness that could prevent the development of the formative activity that constitutes the object of the scholarship.

See other requirements and special conditions in the text of the call (call text).

3. **I am a student with a disability level equal to or greater than 33%. What is the quota scholarship reserved for me? How do I state this circumstance?**

As indicated in the regulatory bases of this call (BOE of August 3, 2007), it will be reserved the quota legally established (5%) to candidates (12 scholarships) that have the legal status of people with disabilities level of equal or greater 33 per 100, and states such condition in the submissions application.

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You must attach the disability certificate in the submissions application in the section called Documents / Justification of disability.

4. I am enrolled in the academic year 2020-2021 in an official university master's degree, can I apply for the scholarship?

Yes, as long as the requirements stipulated in the call are met (article 4).

5. Is it possible to apply for the scholarships if I am going to enroll in a doctoral program in the 2020-2021 academic year?

Yes, enrollment in a doctoral program is not "to be in possession or in a legal disposition to obtain an academic degree as a Doctor".

6. Is the aim of the JAE Intro 2021 scholarships to finance a PhD?

No, it is not the aim. For this aim there are predoctoral contracts.

7. Can I apply for this assistance if I have completed the 240 ECTS degree or bachelor's degree before January 1, 2018?

No, as established in article 4 except in special cases established in the call.

8. For which cases are the dates varied in relation to the date of completion of studies? How do I state this circumstance?

Those who have completed their studies as of January 1, 2014 in the following cases may apply for the scholarships:

- Students holding official medical specialty (MIR) or pharmaceutical (FIR) degrees or having the official certificate of specialty in biology (BIR), chemistry (QUIR) or psychology (PIR).
- Students dedicated to the care and care of children under six years of age between January 1, 2014 and January 1, 2015.
- Students with serious illness or who have been dedicated to the care of elderly people in the family in the first line of the family.

You must attach the certificate in the submission application called Documents / Justification of minor child to charge or serious illness.

9. If I have a disability level equal to or greater than 33 percent, do the dates vary in relation to the date of completion of studies? How do I state such circumstance?

The period of completion of studies who accredit a disability equal or superior to 33 percent will be extended in two years.

You must attach the disability level certificate in the submission application called Documents / Justification of disability.

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10. Can I make the internship of the scholarship in a center or institute of the CSIC located in an Autonomous Community other than the one where my university is located?

Yes, as long as the dedication of the 20 weekly hours is fulfilled.

11. I am studying, or I’m graduated, in a foreign university and I do not have the conversion of the grade obtained. How do I certify the average grade or degree?

You must request a certificate of the Ministry of Education (MEFP) with the calculation of the equivalence of the qualifications obtained in the Spanish scale of qualifications, available to users in the portal "Equivalence of average grades of university studies carried out in foreign universities".

The declaration of equivalence will only take effect if it is accompanied by the original official academic certificate or duly certified photocopy of the same, and if applicable, the corresponding sworn translation (information on the procedure between the application and the final decision).

12. Is the average grade required only for the degree or also for the master's degree?

The requirement regarding the minimum average grade of the academic record is related to the bachelor degree. Not to the university master’s degree.

13. If I finished the bachelor degree in the 2019-2020 academic year, or I am doing the bachelor degree in the 2020-2021 academic year, with an average grade of 7.99 (or lower), can I apply to the scholarship?

NO, the average grade to participate in the call must be equal to or greater than 8.00 for all branches of knowledge except 7.0 for the branch of Engineering and Architecture.

14. If I am doing the bachelor degree in the 2020-2021 academic year, or I have finished my studies in the Engineering and Architecture branch in the 2010-2020 academic year, with an average grade of 6.99 (or lower), can I apply to the scholarship?

NO, the average grade to participate in the call must be equal to or greater than 7.00.

15. I am a student who is doing a bachelor degree. What is the average grade that must appear in my file to be able to submit my application?

At the time of submitting the application, the average grade of the academic record up to the current date must be equal to or greater than 8.00 for all branches of knowledge except 7.0 for the branch of Engineering and Architecture.

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17. ¿ How can I apply for one of up to 12 scholarships for the UIMP-CSIC´s masters?

Be enrolled in the 2020-2021 academic year or in the 2021-2022 academic year in one of the Official University Masters offered by the Menéndez Pelayo International University (UIMP) in academic partnership with the CSIC.

18. If I have a doctor's degree, can I apply for the scholarship?

NO, students who are in possession or in a legal disposition to obtain a doctoral degree may not apply for these grants (as established in article 4).

19. I have been beneficiary of an introductory research grant (JAE Intro modality of the JAE program) before, can I apply for this scholarship?

No, the beneficiaries of a research introduction scholarship (JAE Intro) in previous calls cannot complete the application (as established in article 4).

20. I have obtained another scholarship or I have applied for another scholarship, can I apply?

To determine if the application can be made, it must have in mind that they cannot overlap in time and the obligations and restrictions stipulated in the other scholarship.

21. Can I apply if I am a foreigner without an official residence permit in Spain?

Only if you plan to obtain this permission before the start of the proposed dates for the stays, in case of being a beneficiary. We recommend you to read the Guide for the management of mobility of foreign research staff in Spain 2017 https://www.fecyt.es/es/publicacion/guia-para-la-gestion-de-la-movilidad-del-personal-investigador-foreigner-in-espana-2017.

Submission of applications

22. What is the deadline for submitting applications?

The submitting applications period is from March 9 to April 7, 2021, both inclusive.

23. How can I apply?

The application is made electronically through the submission application available at the CSIC’s electronic site, https://sede.csic.gob.es/Intro2021.

It is recommended to consult the "Guide for the submission of applications JAE Intro 2019" available at the website of the CSIC (https://sede.csic.gob.es/Intro2021).

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Complementary Documentation

24. Where can I consult the training plans offered?

Once they are published, on the website of the CSIC's electronic headquarters: [https://sede.csic.gob.es/Intro2021](https://sede.csic.gob.es/Intro2021).

25. How many training plans can I choose?

The candidate must select, at his/her free choice and without order of priority, up to three training plans offered by the CSIC researchers.

26. Can any CSIC researcher be responsible for the training plan to be carried out by the student?

It can be any CSIC researcher who has previously submitted a training plan and whose training plan appears in the list of topics offered.

27. Can I choose the period of stay?

The beneficiaries will agree with the director responsible for the training plan the period, that must start on September 1 or October 1. The months to realize the stay will be reflected in the document of formalization of the acceptance of the scholarship.

28. What documentation must be attached to the application?

The mandatory documentation includes:

1- Copy of DNI (for Spaniards), NIE (for European residents) or passport (for non-European foreigners).
2- Academic certification of the final Bachelor's degree or academic record of the degree not yet completed.
3- Curriculum Vitae of the applicant (CV, according to the model available on the Web: [https://sede.csic.gob.es/Intro2021](https://sede.csic.gob.es/Intro2021)).
4- Official documentation accrediting the complementary training (courses, languages, collaboration scholarships, Erasmus scholarships, etc.), included in the CV.
5- Letter of motivation of the applicant, according to the model available on the Web: ([https://sede.csic.gob.es/Intro2021](https://sede.csic.gob.es/Intro2021)).
6- If you are not enrolled in a degree in the 2020-2021 academic year, you must indicate the Master's Degree in which you are enrolled during the 2020/2021 academic year or in which you will carry out the pre-registration, pre-admission or admission during the 2021/2022 academic year.

Optionally, if you want the complementary training data indicated in the CV to be taken into account for the evaluation, you must attach a copy of the certificates accrediting this complementary training (preferably in a single pdf file).

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29. Does a copy of the qualifications that appear on the web platform of my university serve?

Do not. Also snapshots not.

30. How is the required documentation attached?

It is attached to the submission application, as PDF files.

31. Do we have to use a template for the documentation that has to be attached to the application?

For the case of the applicant's Curriculum Vitae, the motivation letter of the applicant and the responsible declaration of not having previously been a beneficiary, it is necessary to use the model available at the CSIC's electronic office, https://sede.csic.gob.es/Intro2021.

32. How many applications can I submit?

The application is unique and you can only select three training plans from among those offered, according to your preferences.

33. When will I know if the application and documentation I submitted is correct?

After the deadline for submitting applications and once the administrative review has been completed, the provisional list of those admitted and excluded from the selection process will be made public on the CSIC website, indicating, in each case, the reasons for exclusion.

Excluded candidates will have a period of 10 calendar days, counted as of the next publication of said list, to provide the necessary documentation to correct the reasons for exclusion.

34. Where will the final list of candidates admitted to the selection process be published?

Once the deadline for correction has been completed, the definitive list of applications admitted and excluded from the selection process will be made public on the CSIC website (https://sede.csic.gob.es/intro2021).

35. If I appear on the final list of admitted candidates, has I been granted?

No, they are only granted applicants that appear in the definitive list of beneficiaries.
36. Where will the list of beneficiaries of these scholarships be published?

The definitive list of beneficiaries, after the evaluation and selection process, will be published on the CSIC web page ([https://sede.csic.gob.es/intro2021](https://sede.csic.gob.es/intro2021)), in addition, the beneficiaries will be informed of their situation by mail electronic.

37. If I am a beneficiary of one of these scholarships, what do I have to do?

The beneficiaries will have to send to the Graduate and Specialization Department of the CSIC ([jaeintro@csic.es](mailto:jaeintro@csic.es)), the Acceptance Certificate or the Resignation Act, available on the CSIC website ([https://sede.csic.gob.es/intro2021](https://sede.csic.gob.es/intro2021)).

**Evaluation**

38. Which applications go through the evaluation process?

Only the applications admitted to the evaluation process, once the administrative review of the applications received has ended.

39. How do the responsible researchers selected by the applicants evaluate the adequacy of the applicants?

After the publication of the final list of applications admitted to the evaluation process, a period of ten calendar days is opened during which applicants admitted to the selection process will contact the researchers responsible for the training plans they have chosen, in order to that said responsible investigators evaluate the suitability of the applicants to the topic of work.

40. Which is the scale for the evaluation of applications?

a) The candidate's academic record (maximum 3 points). If the number of applications is high and the evaluation committee deems it appropriate, a second score threshold can be established in accordance with the average grade of the academic records, so that those who do not exceed it will be excluded and will not be evaluated in the sections b, and c.

b) b) The curriculum vitae and the certified complementary training of the candidate (courses, languages, scholarships, Erasmus, etc.) (maximum 2 points).

c) The suitability of the applicants to the research project according to the process established at 7.1. (maximum 2 points).

d) d) The scientific and training activity of the responsible researcher and the host group (maximum 2 points).

e) e) The responsible researcher selected in the application is: Senior Scientist or Distinguished Researcher, or Ramón y Cajal or ComFuturo, who have begun their relationship with the CSIC starting on 1 May 2017 (1 point).

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Conditions and period of the scholarship

41. How much will the selected beneficiaries receive?

The aid is 3,000 euros, as established in article 5.

42. What dedication do these scholarships have?

The scholarships will have a dedication of 20 hours per week to perform for 5 consecutive months.

43. When will the internship corresponding to these grants be developed?

They begin on 1st October 2010.

44. I am currently enrolled in a University Master's Degree and have applied for pre-doctoral help in any of the 2021 calls. If I am finally granted, is it compatible with the completion of a JAE Intro 2020?

No, if you are granted a scholarship for the formalization of a predoctoral contract, you must renounce the JAE Intro scholarship.

45. At the end of the scholarship, should the training plan be presented in writing or orally?

At the end of the period of enjoyment of the scholarship, a final descriptive report of the work carried out must be submitted according to the model that appears on the internet web (https://sede.csic.gob.es/Intro2021). The final report must include the approval of the responsible researcher and the direction of the Institute or Center.

46. How can I contact if I still have doubts or a computer problem?

For questions about requirements, conditions and submission of applications: jaeintro@csic.es.

For technical issues: cau-csic@csic.es

Extension of the scholarship (financed by the ORGC)

47. Do I already have the extension (ORGC) granted if I am a beneficiary of the scholarship?

No, in order to request the extension, the interested person must have attended one of the calls for proposals to predoctoral contracts, whose resolution date by which it is convened is after June 1, 2021, with a director Thesis with an official or contractual relationship with the CSIC at the time of the application and during the entire time of the aid and which, in addition, involves the formalization of a predoctoral contract with the CSIC.
48. **How many extensions are there?**

There is a maximum of 100 scholarship extensions.

49. **On what basis is the extension granted?**

These extensions will be granted based on the evaluation made in the granting process.

50. **What is the period of application for the extension of the scholarship?**

The extension of the scholarship must be requested between 13th November and 13th December 2021.

51. **What documentation do I need to request the extension of the scholarship financed by the ORGC?**

Four documents:

- Model extension request financed by the ORGC (according to the model).
- Proof or signed statement (according to the model) of having attended any of calls for proposals to predoctoral contracts, whose resolution date by which it is convened is after June 1, 2021, with a director of thesis with links official or contractual with the CSIC at the time of application and throughout the time of the assistance.
- Descriptive report of the first phase of the scholarship (according to the model).
- Letter signed with the approval of the researcher of the training plan with which he is carrying out the JAEI scholarship.

52. **Can I only ask for the extension if I have attended the predoctoral meetings of the Ministry of Science, Innovation or Ministry of Universities?**

It is not necessary, there are other calls for aid for predoctoral contracts, at the regional level, provincial councils and by foundations and private organizations. For more information on this modality of calls we recommend this section of our website https://www.csic.es/es/formacion-y-empleo/formacion-de-personal-investigador/doctorado/contratos-predoctorales

53. **Can I carry out the extension of the scholarship with another group of researcher and another responsible researcher?**

No, the extension of the scholarship will be made on the training plan and under the direction of the responsible researcher with whom he / she is enjoying the scholarship.

54. **How much time do I have to accept or renounce the extension?**

Para la formalización de la aceptación o renuncia de la prórroga, se dispondrá de un plazo de 5 días naturales a partir del día siguiente a la fecha de publicación de la resolución de concesión de la prórroga con cargo a la ORGC.

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Extension of the scholarship (ICU)

55. Do I already have the extension (ICU) granted if I am a beneficiary of the scholarship?

No, the extension of the scholarship financed by the ICU is available for those who applied for the extension financed by the ORGC and meeting the criteria they had not been awarded with the extension financed by the ORGC.

56. Has the extension financed by the ICU the same conditions?

Yes, it last for four months and with a financial budget of 2.400 euros.

57. ¿What is the application period for this extensions?

Those who applied for the extension financed by the ORGC but won’t get it will be notified in order to apply for the extension financed by the ICU.

58. What documentation do I need to request the extension of the scholarship financed by the ICU?

- Model extension request financed by the ICU (according to the model).
- Letter signed with the approval of the researcher of the training plan with which he is carrying out the JAEI scholarship.
- Funding agreement of the ICU (signed by the director), according to the model.

59. How much time do I have to accept or renounce the extension?

Para la formalización de la aceptación o renuncia de la prórroga, se dispondrá de un plazo de 5 días naturales a partir del día siguiente a la fecha de publicación de la resolución de concesión de la prórroga con cargo a la ORGC.

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