

2016 Call for Merit Scholarships in the ISCTE-School of Technology and Architecture doctoral programmes

In accordance with the ISCTE-University Institute of Lisbon's Merit Scholarship Regulation for 3rd Cycle Students, Regulatory order nr. 1/2016 of the Rector of ISCTE-IUL, the ISCTE-School of Technology and Architecture (ISTA) is opening a call for merit scholarships funding applications for full-time students enrolled and registered in a doctoral programme at ISTA. These scholarships are intended to support the research work leading to the doctorate degree, to be carried out in a host research unit, as defined by the specific regulations of the Ph.D. programmes, allowing for the development of the scientific and pedagogical skills of the doctoral student. The scholarship is awarded on a yearly basis in each academic year, and can be renewed for a maximum number of years equal to the full duration of the chosen doctoral programme. The scholarship contract will only be issued by ISCTE-IUL after the School budgetary availability has been verified.

I. ELIGIBILITY

1. The scholarship may be awarded to full-time national or foreign students enrolled and registered for the first time in one of the following ISTA doctoral programmes:
 - a) Architecture of Contemporary Metropolitan Territories
 - b) Complexity Sciences
 - c) Information Science and Technology
2. The application for the scholarship takes place simultaneously with the application for the doctoral programme, and the applicant must explicitly state his/her intention of applying for a merit scholarship.

II. FUNDING

1. The scholarship is awarded annually on a yearly basis for each academic year, and can be renewed for a maximum number of years equal to the full duration of the

chosen doctoral programme. The attribution of the scholarship, materialised in the provision of a monthly subvention, paid by bank transfer, under the conditions described in an acceptance document to be signed by the scholarship fellow (scholarship agreement), and does not result in, or create, a relationship of employment, nor service provision contracts. The scholarship agreement describes the pedagogical and scientific activities to be performed.

2. The scholarship has a monthly rate of € 1150 (one thousand one hundred and fifty euros). No food allowance, holiday or Christmas bonuses, or any others, are owed, in any case, if not explicitly referred to in this Merit Scholarship Regulation.

III. SCHOLARSHIPS ATTRIBUTION

In the 2016 call for merit scholarships, the following scholarships will be awarded:

- a) A maximum of 1 (one) scholarship in the doctoral programme in "Architecture of Contemporary Metropolitan Territories".
- b) A maximum of 2 (two) scholarships in the doctoral programme in "Complexity Sciences" and "Information Science and Technology".

IV. APPLICATION SUBMISSION PERIOD

1. The applications submission period occurs between April 12th 2016 and September 5th 2016 at 5pm Lisbon time.

V. APPLICATION PROCESS

1. Application to the scholarships indicated in section III is done in either Portuguese or English, and requires the submission of the following documents/information:
 - a) Copy of the official identification document legally accepted in Portugal;
 - b) Valid email address, to which all notifications regarding the competition process will be sent;
 - c) A signed declaration authorising the use of the e-mail address for notification regarding the competition process, using the model available at <http://iscte-iul.pt/en/ista/BolsasdedoutoramentoISTA.aspx> ;

- d) Diploma or certification from all higher education/academic degrees obtained, or legal equivalents, including the final grade average and the individual grades for all curricular units. If these certificates are not in Portuguese or English an official translation to either of these languages must be submitted;
 - e) Research Project proposal;
 - f) The *Curriculum Vitae* of the applicant, containing, namely, information on their particular professional and academic path, along with a list of the scientific publications and creations of the applicant;
 - g) Plan for the development and execution of the research project, and its connection with the scientific goals of the school or research unit, detailing a timeline for the execution of the research project;
 - h) A declaration from the supervisor accepting responsibility for the research project;
 - i) The summarized *Curriculum Vitae* of the supervisor, including a list of scientific publications and creations, and previous experience supervising doctoral students;
 - j) A document proving that the research unit accepts hosting the applicant and his/her research work to be developed for the duration of the scholarship, ensuring the necessary conditions for this work to be developed.
2. The Diploma/Degree certificates described in point d. of the previous paragraph may be replaced by declarations of responsibility from the applicant if the documents cannot be delivered by the deadline for application. On such cases, the applications are admitted and evaluated conditionally, and the scholarship will only be awarded if the above mentioned documents are delivered before the deadline set by the evaluation committee.
3. Failure to submit the required documents as defined in this public notice, to deliver them after the expiration date or delivering false documents results in the exclusion of the candidate from the competition.

4. The evaluation committee may request that the applicant presents any additional documentation or further clarification that they deem necessary for the application evaluation process.
5. The research project development and execution plan of the applicant, as described on paragraph 1, point g. in this section, must include at least the following items:
 - a. The doctoral programme ECTS plan the applicant will accomplish in each year, ensuring that at least 60 ECTS will be completed by the end of the first year of enrolment;
 - b. Quantifiable objectives in terms of indicators, such as a summary of all the scientific publications and creations the candidate will deliver in each year;
 - c. Regarding the indicators mentioned in the previous point, these must include at least one article submission to a conference or scientific journal indexed by WOS/ISI or SCOPUS by the end of the first year, publishing an article in a conference or scientific journal indexed by WOS/ISI or SCOPUS by the end of the second year and publishing an article in a scientific journal indexed by WOS/ISI or SCOPUS by the end of the third year.
6. The individual applications for the scholarships indicated in section III of this public notice, and all the documents that support the application must be submitted electronically using the e-mail secretariado.ista@iscte.pt.
7. Each applicant may only submit one application to the scholarships indicated in section III of this public notice, under penalty of cancelation of the submitted applications.

VI. EVALUATION

The evaluation of the applications is made according with the parameters in the following paragraphs, always considering the intrinsic merit of the applicant, of the research project and its plan for development and execution, and the conditions available in the host research unit.

1. All applications will be scored from 1 (minimum) to 5 (maximum) under the three evaluation criteria: applicant's merit (40%); merit and feasibility of the research project and appropriate development plan and execution (40%); and host research unit (20%).
2. The applicants will be ranked according to the weighted average of the three classification criteria, using the weights defined in the preceding paragraph. This ranking will be used for the decision on awarding the scholarships.
3. The applicant's merit criterion score will be based on the result of the grade average obtained in previous higher education programmes, and it will be determined using the criteria presented in Table 1. If the applicant has completed more than one programme, the average score base is obtained from the weighted average of the scores of each programme by the respective number of ECTS, according to:

$$\text{Average score base} = \frac{\sum \text{ECTS nr} \times \text{Score base}}{\sum \text{ECTS nr}}$$

Table 1 – Applicant's merit score

Pre-Bologna undergraduate degree (4 to 5 years)	Post-Bologna 1st cycle degree ≤ 270 ECTS	Post-Bologna 1st cycle or integrated master degree > 270 ECTS	Master degree	Score base
≥ 17		≥ 17	≥ 17	3.5
16		16	16	3.0
15	≥ 17	15	15	2.5
14	16	14	14	2.0
<14	<16	<14	<14	1.5

4. The applicant's merit criterion score may be increased by a bonus of up to 3 points as a result of the evaluation of the applicant's CV. The final score on this criterion may not exceed 5.0.

5. The merit and feasibility of the research project score will be determined by a weighted average of the score in each individual criterion listed in Table 2, using the weights listed in the same table.

Table 2 – Merit and feasibility of the research project score

Ponderation	Criterion	Score
10%	Project clarity and goals	1.0 to 5.0
10%	Quality of the State of the art	
10%	Innovation potential	
20%	Activity planning and workability	
20%	Scientific Publications and Creations to be produced	
10%	Adequacy of the project to the doctoral programme	
10%	Quality of the supervisors within the area	
10%	Adequacy of the applicant’s CV to the project	

6. The host research unit criterion score will be 5.0 if the research unit is part of ISTA - School of Technology and Architecture or alternatively, will be based on the FCT evaluation of the research unit, and will be determined using the criteria presented in table 3.

Table 3 - Host research unit score

FCT classification of the research unit	Score
Exceptional	5.0
Excellent	4.0
Very good	3.0
Good	2.0
Sufficient	1.0
Insufficient	0.0

7. Awarding the scholarship will depend on the outcome of the scientific evaluation, the reception of the required documentation and the budget availability at ISTA.

VII. RENEWAL

1. The scholarships may be renewed for the maximum number of years corresponding to the duration of the respective doctoral programme.
2. The student must submit a request for renewal to the evaluation committee at least 60 days before the new scholarship period. The request must include documentation proving the fulfilment of the research project development and execution plan submitted by the scholarship holder during the application, such as the scientific publications and creations done by the scholarship holder within the scholarship period, as defined in section V, paragraph 5, point c. of this public notice.
3. This request must also include two (2) reports about the progress of the scholarship holder's work and the evaluation of the scholarship holder's activities from:
 - a) Supervisor;
 - b) Host research unit.
4. The supervisor is personally accountable for the veracity and accuracy of the monitoring report mentioned in point a. of the previous paragraph. This report must include an estimate for the completion of the research project by the scholarship holder and a recommendation on the scholarship renewal. Each renewal application will be evaluated by the respective evaluation committee.
5. The scholarship renewal does not require the signature of a new contract. The scholarship holder will be informed, by email, of the result of his/her renewal request by the doctoral programme coordinator.

VIII. APPLICATION EVALUATION - EVALUATION COMMITTEES

The evaluation committees are appointed by the director of ISTA. For the 2016 call two (2) evaluation committees were appointed as follows:

- a) The evaluation committee composed of the director of the doctoral programme in "Architecture of Metropolitan Territories Contemporaries", Prof. Paulo Tormenta Pinto, of Prof. Alexandra Palo and of Prof. Ana Vaz Milheiro will award up to one (1) scholarship for students applying to this doctoral programme;
- b) The evaluation committee composed of the directors of doctoral programmes in "Complexity Sciences" and "Information Sciences and Technology ", Prof. Jorge Louçã and Prof. Octavian Postolache, of Prof. Bráulio Alturas and of Prof. Isabel Alexandre will award up to two (2) scholarships for these doctoral programmes.

IX. REFERENCE TO SUPPORT AND DISSEMINATION OF RESULTS

In all scientific publications and creations, as well as in the thesis, carried out with the support provided by the scholarship, the financial support of ISCTE-University Institute of Lisbon and the appropriate scholarship programme must be mentioned explicitly.

X. CHANGES TO THE RESEARCH PROJECT, SUPERVISOR OR HOST RESEARCH UNIT

1. The scholarship holder cannot change the goals of the proposed research project without prior consent of the supervisor and the host research unit.
2. The coordination of the respective doctoral programme coordinator and evaluation committee must be informed of the changes mentioned in the previous paragraph by the scholarship holder, along with the written consent from both the supervisor and the host research unit.
3. Except in specific circumstances, adequately reasoned by those involved, changing the supervisor, research project, or host research unit is not permitted.

XI. SCHOLARSHIP FINAL REPORT

1. The scholarship holder must submit to the respective doctoral programme coordinator within 60 days of the end of the scholarship and in electronic form, a final report of the work performed, which must include the URL addresses of the scientific communications, publications and creations resulting from the developed

scientific activity, accompanied by a report from the supervisor evaluating the success of research project.

2. Failure to comply the above paragraph for reasons imputable to the scholarship holder imply failure achievement of the objectives, as specified in article 14 of the ISCTE-IUL Merit Scholarship Regulation for 3rd cycle students.

2016/04/12 – Director of ISTA-School of Technology and Architecture, Prof. Ricardo Fonseca