# Inspire4Nature PhD application form

*This form must be included with your application to any of the* [*Inspire4Nature*](http://www.inspire4nature.eu) *PhD positions, being crucial for establishing if you are eligible for this position. Accordingly, you must fill the form completely and correctly in order for your application to be considered. Make sure you read the Guidelines for Applicants and the description of the position you are applying to (available in* [*this page*](http://www.inspire4nature.eu/phdpositions/)*) before you fill this form.*

*If applying to multiple positions,* ***you must submit a complete application file for each position****, including this form and all the other required documents (see submission checklist at the end).*

## Your personal data

|  |  |
| --- | --- |
| **First Name** |  |
| **Surname** |  |
| **Email address** |  |
| **Telephone number** |  |
| **Address** |  |
| **Nationality** |  |
| **Gender[[1]](#footnote-1)** |  |

## How we will use your personal data

*We will collect and keep your personal data as submitted with your application solely for the purposes of this recruitment process. It will be stored in secure servers in the CNRS and the Institution you are applying for, and shared only with the members of the respective Selection Committee. We will not share it with anyone outside the Inspire4Nature Consortium. We will process candidates’ data to obtain general statistics (e.g., on the nationalities and gender of candidates) that may be made public. If so, any such statistics will be published in an aggregated form that does not allow the identification of individuals. We are legally obliged to keep the data relative to this recruitment process for five years after the end of the project (hence, until mid-2027) in case of an audit to the project. We will destroy the data after that date. However (and as per the European Union Directive 95/46/CE on the protection of personal data), you can write to us at any time asking us to access, modify or destroy your personal data.*

*By submitting your application, you are declaring that you have read the conditions above, and agree with this use of your personal data.*

**Date:**

**Location:**

**Your signature:**

## PhD position you are applying to with this form

|  |  |
| --- | --- |
| **Project number and title** |  |

## About your Undergraduate degree

**University, Department, Country:**

**Title of the diploma:**

**Date when obtained (or when predicted to be obtained):**

## About your Master’s degree

**University, Department, Country:**

**Title of the diploma:**

**Date when obtained (or when predicted to be obtained):**

## Your research experience*[[2]](#footnote-2)*

*List all your research experience since you have obtained your first (undergraduate) degree, following the format below. Add as many lines as needed in your case (and delete the two examples presented). Also list any planned experience between now and the beginning of September 2018. Do not include professional experience unrelated to research.*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Description** | **Institution** | **Starting date** | **Finishing date** | **Number of months** | **% research implication** | **Full-time equivalent research experience** |
| *Research assistant to a PhD student, participating in data collection and analysis, publication of papers.* | *University of Athens, Greece* | *01/01/2016* | *30/06/2017* | *19* | *100%* | *19 months* |
| *Part-time research contract, consisting of a literature review on the links between biodiversity and agriculture practices.* | *Danish Centre for Food and Agriculture, Denmark* | *15/10/2017* | *30/08/2018 (predicted)* | *10.5* | *50%* | *5.25 months* |
|  |  |  |  |  | ***TOTAL*** | ***24.25 months*** |

## Countries of residency in the past three years*[[3]](#footnote-3)*

*List all countries where you have lived, worked or studied (or where you plan to do so) between 01 September 2015 and 30 August 2018, in the format below. Add as many lines as needed in your case (and delete the three examples presented). Leave no gaps – the total must be 36 months. If you have refugee status under the Geneva Convention, please indicate so, and indicate the period during which your application for refugee status was being processed.*

|  |  |  |  |
| --- | --- | --- | --- |
| **Country** | **Arrival date** | **Departure date** | **Number of months** |
| *Portugal* | *01/09/2015* | *15/04/2016* | *7.5* |
| *India* | *16/04/2016* | *31/07/2016* | *3.5* |
| *Germany* | *01/08/2016* | *30/09/2018 (predicted)* | *25* |
|  |  | ***TOTAL*** | ***36 months*** |

## Your proficiency in the English language

*Use the codes (A-C) as defined in the* [*European Language Levels Self-Assessment Grid*](http://europass.cedefop.europa.eu/resources/european-language-levels-cefr)*.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Understanding** | | **Speaking** | | **Writing** |
| **Listening** | **Reading** | **Spoken Interaction** | **Spoken Production** |
|  |  |  |  |  |

## Contact details of two referees

*Referees are professionals who have worked closely with you, and who can comment on your capacity to pursue the PhD project(s) you are applying to. At least one of them should be an academic referee (someone who supervised you or taught you at the degree level). Do not ask for reference letters yourself: we will contact referees directly. But make sure each of the two referees listed below has agreed to provide a letter on your behalf if contacted by us.*

|  |  |
| --- | --- |
| **REFEREE 1** | |
| **Name:** |  |
| **Position:** |  |
| **Institution:** |  |
| **Institutional email:** |  |
| **Telephone number:** |  |
| **Describe in which capacity this person knows you and your work** |  |

|  |  |
| --- | --- |
| **REFEREE 2** | |
| **Name:** |  |
| **Position:** |  |
| **Institution:** |  |
| **Institutional email:** |  |
| **Telephone number:** |  |
| **Describe in which capacity this person knows you and your work** |  |

## Submission checklist

See [our website](http://www.inspire4nature.eu/phdpositions) for details on each of the documents that you must submit with your application file. Tick below the documents that you are submitting with this application:

This **application form**, filled and signed, saved as yourname\_form\_projectX.pdf(e.g. JuliaSmith\_form\_project5.pdf).

***Curriculum Vitae***, anonymised, saved as yourname\_CV\_projectX.pdf(e.g. PabloMartinez\_CV\_project4.pdf).

**Cover letter**, anonymised, saved as yourname\_coverletter\_projectX.pdf(e.g. AissaHidoussi\_coverletter\_project7.pdf).

**Undergraduate diploma and** **transcript[[4]](#footnote-4)**, saved as yourname\_undergraduate\_projectX.pdf (e.g. XieWang\_undergraduate\_project15.pdf).

If these are not in English, indicate the language \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. Also include an **English** **translation**, saved as yourname\_undergraduate\_translation\_projectX.pdf (e.g. XieWang\_undergraduate\_translation\_project15.pdf). Indicate below if this is:

An official translation by a certified professional.

An unofficial translation.

**Master diploma and transcript4**, saved as yourname\_master\_projectX.pdf (e.g. IsabellaDanielsson\_master\_project6.pdf).

If these are not in English, indicate the language: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. Also include an **English** **translation**, saved as yourname\_master\_translation\_projectX.pdf (e.g. IsabellaDanielsson\_master\_translation\_project6.pdf). Indicate below if this is:

An official translation by a certified professional.

An unofficial translation

* If applying to a position with the University of Copenhagen (Projects 11 or 12), also include:

**Research proposal,** anonymised, saved as yourname\_proposal\_projectX.pdf   
(e.g. LucaManica\_proposal\_project11.pdf).

* If applying to a position with the Sapienza University of Rome (Projects 1, 2, 4 or 13 – only after the 17 of March), also include:

**Scan of identification document4,** signed and dated, saved as yourname\_ID\_projectX.pdf   
(e.g. MariaSilva\_ID\_project13.pdf).

**Sapienza Application Forms,** saved as yourname\_Sapienzaform\_projectX.pdf   
(e.g. PauMonsarrat\_Sapienzaform\_project4.pdf).

1. This information is optional and collected purely for statistical purposes. [↑](#footnote-ref-1)
2. It is a strict condition of application to any Inspire4Nature positions that you must be an “early-stage researcher”, i.e., within the first four years of your research career (for more details see [our website](http://www.inspire4nature.eu/phdpositions/)). If you are offered the position, we may need to ask you to provide additional documentation to justify that you are indeed eligible (e.g., a copy of previous work contracts indicating your functions). A PhD work contract cannot be signed if there remains any doubt that you meet this condition of being an early-stage researcher. [↑](#footnote-ref-2)
3. It is a strict condition of application to any Inspire4Nature positions that you must follow the mobility rule, i.e., not have resided or carried out your main activity (work, studies, etc.) in the country where you will be recruited (i.e., the country of the Academic Host) for more than 12 months in the 3 years immediately before the start of your PhD (early September 2018). If you are offered the position, we will ask you for evidence of residency in each country you have lived in the previous three years up to September 2018 (e.g., bank statements, visas, work contracts, tax declarations…). A PhD work contract cannot be signed if there remains any doubt that you meet this mobility rule. [↑](#footnote-ref-3)
4. See [our website](http://www.inspire4nature.eu/phdpositions) for details about these documents and accepted translations (if needed). [↑](#footnote-ref-4)