

Call for the Award of 1 Research Scholarship (BI) for Students

Summary of the Announcement

A call is open (**reference WJCR/018/BI/2025**) for the award of one (1) Research Scholarship (BI) for students (as specified in point 5 of this notice), within the scope of the William James Center for Research (UID/04810) at ISPA – Instituto Universitário, with financial support from the Portuguese Foundation for Science and Technology (FCT).

1. Scientific Area:

Psychology

2. Funding:

Fundação para a Ciência e a Tecnologia, I.P./MCTES, through national funds (PIDDAC).

3. Candidate Profile

Mandatory requirements:

- i. Bachelor's degree in Psychology or Psychological Sciences;
- ii. The candidate must be enrolled in a Master's programme in Psychology and Developmental Psychopathology;
- iii. Excellent communication skills in both Portuguese and English.

Preferential factors:

- i. Experience in data collection in school and family contexts and through digital platforms;
- ii. Previous experience in reporting and presenting results (e.g., conference presentations);
- iii. Previous experience working with the social and emotional skills promotion programme "Raise".

4. Mandatory Requirements for Admission to the Call

The following documents must be submitted with the application:

- a) Certificate/diploma of the Bachelor's degree in Psychology or Psychological Sciences, indicating the final grade;
- b) Detailed Curriculum Vitae;
- c) Motivation Letter.

Applicants holding an Integrated Master's degree awarded by an institution that does not distinguish between the classification of the 1st cycle (Bachelor's) and the final classification of the 2nd cycle (Master's) must also submit a transcript detailing their academic record, including the grade for each curricular unit (and corresponding ECTS) of the Integrated Master's degree (as referred to in note 5 of section 12 of this notice).

Only applicants who have completed the cycle of studies leading to the bachelor's degree by the end of the application period will be admitted. If the certificate/diploma of completion is not yet available, a declaration of honour from the applicant stating that the required qualifications have been completed by the end of the application deadline, and that the certificate/diploma will be dated accordingly, will be accepted. The awarding of the

scholarship is conditional on the submission, at the contracting stage, of documents proving the academic qualifications held.

In the case of an academic degree and diploma awarded by a foreign higher education institution, proof of recognition of the degree by a Portuguese higher education institution and proof of conversion of the final classification to the Portuguese grading scale are required, in accordance with Decree-Law No. 66/2018 of 16 August (Legal Regime for the Recognition of Foreign Higher Education Degrees and Diplomas), and paragraph e) of no. 2 of Article 4 of Decree-Law No. 60/2018 of 3 August.

If the applicant has already requested, but has not yet received, the recognition of a foreign academic degree, they may alternatively submit a declaration of honour stating that the request for recognition has been made and that it will be issued by the end of the application period.

The recognition of foreign academic degrees and diplomas, as well as the conversion of final classifications to the Portuguese grading scale, may be requested at any public higher education institution or at the Directorate-General for Higher Education (DGES, only for automatic recognition). For further information, applicants are advised to consult the DGES website: <http://www.dges.gov.pt>.

5. Requirements for the Scholarship Contract

The selected candidate must be enrolled in a Master's programme in Psychology and Developmental Psychopathology at the time of signing the research scholarship contract.

In the case of diplomas issued by foreign higher education institutions, and if the candidate has submitted a declaration of honour stating that they will obtain degree recognition by the end of the application period, proof of degree recognition in Portugal must be presented by the date of the scholarship contract, dated prior to the end of the application period, as indicated in point 4 of this notice.

To finalise the scholarship contract, the following documents must also be submitted: personal data form, Ciência ID, copy of identification document, and declaration of exclusive dedication to the research functions.

Providing false statements will result in the cancellation of the application and may lead to other sanctions.

6. Work Plan

The work plan is integrated within the research activities developed by the Social Development Group of the William James Center for Research (UID/04810) at ISPA – Instituto Universitário, funded by the FCT.

Specifically, the research fellow will be involved in the quantitative data collection within ongoing projects in the Social Development Group, contributing to the statistical analysis of collected data, presentation and discussion of results, participation in weekly meetings, literature review, and related activities.

7. Applicable Legislation and Regulations

Law No. 40/2004 of 18 August, as amended by Decree-Law No. 123/2019 of 28 August (Statute of the Scientific Research Fellow – EBI); Regulation No. 950/2019 of 29 November, published in the Diário da República, 2nd Series, No. 241, of 16 December (Regulation of Research Scholarships of the Foundation for Science and Technology – RFI, currently in force); Decree-Law No. 66/2018 of 16 August (Legal framework for the recognition of foreign higher education degrees and diplomas); ISPA – Instituto Universitário’s Regulation for Scientific Research Fellowships; and all other applicable legislation.

8. Place of Work and Scientific Supervision

The scholarship contract will be signed with ISPA, CRL (contracting entity). The work will be carried out at the William James Center for Research (host institution) at ISPA – Instituto Universitário, and possibly at other locations necessary for the execution of the work plan, under the scientific supervision of Professor Carla Fernandes.

9. Duration of the Scholarship

The scholarship will have an expected duration of 10 months, renewable for additional periods up to the maximum duration of the project, subject to the project’s budget and limited by the maximum duration established for this type of scholarship under Article 6 (paragraphs 4 and 5) of the FCT Research Fellowships Regulation.

The scholarship is expected to start in November 2025.

10. Monthly Maintenance Allowance and Other Components

The monthly maintenance allowance, for activities carried out under an exclusive dedication regime, is €1,040.98, according to the table of values for scholarships directly awarded by FCT, I.P. in Portugal (https://www.fct.pt/wp-content/uploads/2025/02/Tabela_valores_SMM_2025.pdf), subject to applicable updates. The amount will be paid monthly by bank transfer to the fellow’s account.

The fellow will benefit from personal accident insurance and, if not covered by any social protection scheme, may ensure access to social security through voluntary social insurance (Decree-Law No. 40/89 of 1 February; Article 10 of the EBI).

11. Submission of Applications

The call is open from **October 16, 2025 to October 29, 2025, at 11:00 p.m.** (Lisbon time). Only applications submitted and received within the deadline will be considered.

Applications must be submitted by e-mail to **candidaturas.investigadores@ispa.pt**, with the reference WJCR/018/BI/2025. Alternatively, applications may be submitted by post to Isipa – Instituto Universitário – William James Center for Research – Rua Jardim do Tabaco 34, 1149-041 Lisbon, Portugal, provided that they are received within the application period.

Applications must include the following documents (as indicated in point 4):

a) Copy of the bachelor’s degree certificate/diploma in Psychology or Psychological Sciences, including the final grade obtained;

If applicable, candidates holding an Integrated Master’s degree awarded by an institution that does not separate the grade of the 1st cycle (Bachelor’s) from the final grade of the 2nd

cycle (Master's) must also submit a detailed academic transcript, including the grades and corresponding ECTS of each curricular unit from the Integrated Master's (as indicated in note 5 of section 12 of this notice).

If applicable, and in accordance with point 4 of this notice, candidates holding foreign academic degrees must submit official recognition of the Bachelor's degree and conversion of the final grade to the Portuguese grading scale. Alternatively, candidates may submit a sworn statement confirming that the recognition request has been submitted and will be completed before the end of the application period;

b) Detailed Curriculum Vitae;

c) Motivation letter.

All documents must be attached in PDF format.

Candidates who incorrectly formalize their application or fail to provide evidence of the required qualifications and conditions set out in this notice may be excluded from the competition.

12. Evaluation and Selection Criteria

The evaluation and selection process will be based on the candidate's merit, according to the following weighted criteria:

Criterion A: Academic Qualifications (20%), based on the final grade indicated in the Bachelor's degree certificate (in Psychology or Psychological Sciences);

Criterion B: Previous experience in data collection, reporting and presentation of results, and publication process, as stated in the candidate's CV (50%);

Criterion C: Motivation and interest in the field, and familiarity with the variables studied in the "Raise" project, based on the candidate's CV and motivation letter (30%).

Applications (and corresponding criteria) will be evaluated and ranked on a 0.00–20.00 scale. The final score will be calculated using the following formula:

$$\text{Final Score} = (\text{Criterion A} \times 20\%) + (\text{Criterion B} \times 50\%) + (\text{Criterion C} \times 30\%)$$

In case of a tie, candidates will be ranked according to their scores in each criterion, in the following order of precedence:

Criterion B (previous experience in data collection, reporting, presentation of results, and publication process);

Criterion C (motivation and interest in the area, and familiarity with the variables studied in this project); and finally,

Criterion A (academic qualifications based on the final grade indicated in the certificate).

Candidates scoring less than 10 points will be automatically excluded ("Excluded"), as the Evaluation Committee will consider them not to possess the appropriate and necessary competencies for the research fellowship.

Notes regarding Criterion A:

If more than one Bachelor's degree in Psychology or equivalent (in terms of ECTS) is submitted, the jury will determine which degree(s) are most relevant to the proposed work

plan and should therefore be considered for Criterion A. Other degrees may be considered under Criterion B (curriculum).

If the submitted Portuguese diploma/certificate does not list a final grade, the jury will assume the minimum passing grade (10 out of 20) required for an academic degree in Portugal.

The same minimum grade (10/20) will be assumed if the candidate submits a sworn statement confirming completion of the degree required for eligibility but does not provide a diploma/certificate (as indicated in point 4 of this notice).

Likewise, the minimum grade (10/20) will be assumed for foreign degrees not yet recognized in Portugal and/or whose final grade has not yet been converted to the Portuguese grading scale (as indicated in point 4 of this notice).

For Integrated Master's degrees in which the institution does not separate the grade of the 1st cycle (Bachelor's) from the final grade of the 2nd cycle (Master's), Criterion A will be based on the weighted average of the grades of the first three academic years (1st cycle). Candidates in this situation must therefore submit a transcript with the grades and ECTS credits for each curricular unit completed during the Integrated Master's degree.

13. Evaluation Panel

The evaluation panel will be composed of:

Professor Manuela Veríssimo, Full Professor at Ispa – Instituto Universitário, Integrated Researcher at the William James Center for Research (President);

Professor Carla Fernandes, Assistant Professor at Ispa – Instituto Universitário, Integrated Researcher at the William James Center for Research (Effective Member);

Professor Maryse Guedes, Assistant Professor at Ispa – Instituto Universitário, Integrated Researcher at the William James Center for Research (Effective Member);

Professor Marília Fernandes, Assistant Professor at Ispa – Instituto Universitário, Integrated Researcher at the William James Center for Research (Alternate Member);

Professor António José dos Santos, Full Professor at Ispa – Instituto Universitário, Integrated Researcher at the William James Center for Research (Alternate Member).

14. Communication of Results

All candidates will be notified of the evaluation results by e-mail, sent to the address provided for this purpose, with confirmation of receipt. Notifications will be made by e-mail in accordance with Articles 112(1)(c) and 113(5) of the Administrative Procedure Code (CPA).

15. Deadlines and Procedures for Prior Hearing, Complaint and Appeal

After communication of the provisional list of results, candidates have 10 working days to comment during the prior hearing period, under Articles 121 and following of the Administrative Procedure Code.

The final decision will be issued after the analysis of any comments submitted during this period.

Once the final decision is communicated, the selected candidate has 10 working days to formally accept the fellowship in writing; failure to do so without justified reason will be considered as withdrawal or renunciation of the fellowship.

A complaint may be filed within 15 working days, or an appeal submitted to the highest executive body of the funding institution within 30 working days, both counted from the date of notification.

If the selected candidate withdraws or renounces the fellowship, the panel may offer the fellowship to the next candidate on the final ranking list, if applicable.

16. Fellowship Contract Model and Final Report

The fellowship contract model and the templates for the final report to be prepared by both the fellow and the supervisor, along with the respective evaluation criteria, can be found in the Regulation for Scientific Research Fellowships of ISPA – Instituto Universitário (Annexes 2, 3, 4, and 5), available at:

https://intranet.ispa.pt/sites/default/files/users/531/rg102_bols_invest_cient_v4.0.pdf

17. Non-Discrimination and Equal Access Policy

ISPA actively promotes a policy of gender equality, diversity, and inclusion, ensuring that all forms of discrimination are strictly avoided. Accordingly, the terms candidate, researcher, fellow, and similar expressions used in this document are gender neutral.

Under Decree-Law No. 29/2001 of February 3, candidates with disabilities have priority in the event of a tie, prevailing over any other legal preference. Candidates must declare, in the application form and under oath, their degree and type of disability, as well as the communication methods to be used during the selection process, in accordance with the referred decree.

18. Personal Data Protection

By applying, candidates provide the necessary personal data and consent to their processing exclusively for the purposes of managing and maintaining the competition's database for the duration of the procedure, in accordance with the General Data Protection Regulation (GDPR).

The documents submitted as part of this procedure constitute administrative records, and access to them shall be granted in compliance with Law No. 26/2016 of August 22, as currently in force.