

Notice of Call for Applications for the Award of 1 Research Scholarship (BI)

A call is hereby open (reference: **RELAPSE PREDICT/04/BI/2026**) for the award of one (1) Research Fellowship (BI) for students (as specified in section 5 of this notice), within the project “Neural Markers of Reward Dysregulation in Alcoholism Relapse Prediction” (project reference: 2024.13959.PEX), hosted at the William James Center for Research and funded by the Foundation for Science and Technology (FCT).

1. Scientific Area

Psychology

2. Funding Entity

Foundation for Science and Technology (FCT)

3. Candidate Profile

Mandatory Requirements:

- a) Bachelor's degree in Psychology, with a final classification equal to or higher than 14/20.
- b) Candidates must be enrolled, or meet the conditions required for enrolment, in a cycle of studies leading to a Master's or PhD degree, or enrolled in a non-degree course offered under legally applicable terms and current institutional regulations.

4. Mandatory Application Documents

The following documents must be submitted as part of the application:

- a) Bachelor's degree certificate/diploma in Psychology, indicating the final grade;
- b) Detailed Curriculum Vitae (CV);
- c) Motivation Letter explaining the reasons for applying and future career plans (max. 2 pages);
- d) Letter of Recommendation.

Only candidates who have completed their degree in Psychology by the end of the application period will be admitted. If the applicant does not yet have the official certificate/diploma, a signed statement of honour confirming completion of the required qualifications by the end of the application deadline will be accepted; the certificate/diploma must bear a date no later than the end of the application period. Fellowship contracting is subject to the presentation of official documents proving academic qualifications.

If the degree was awarded by a foreign higher education institution, applicants must submit proof of recognition of the academic degree in Portugal and conversion of the final classification to the Portuguese grading scale, in accordance with Decree-Law No. 66/2018 of 16 August and Article 4(2)(e) of Decree-Law No. 60/2018 of 3 August.

Applicants who have requested recognition but are still awaiting issuance may submit a signed statement of honour confirming that recognition has been requested and that it will be dated before the end of the application period.

Recognition of foreign degrees and conversion of final classifications may be requested at any Portuguese public higher education institution or at the Directorate-General for Higher

Education (DGES, for automatic recognition procedures only). Further information is available at: <http://www.dges.gov.pt>.

5. Requirements for the Fellowship Contract

The selected candidate must be enrolled in a PhD/Master's programme or in a non-degree course integrated into the educational project of a higher education institution, developed in association or cooperation with one or more R&D units, at the time of signing the fellowship contract.

For candidates who submitted a statement of honour regarding pending degree recognition, official proof of recognition in Portugal must be presented before the contract is signed, and must be dated before the end of the application period, as specified in section 4.

To complete the fellowship contract, the following documents must also be submitted: personal data form, Ciência ID, copy of identification document, and declaration of exclusive dedication.

False statements will result in cancellation of the application and may incur additional sanctions.

6. Work Plan

The tasks associated with this fellowship include transversal support across all phases of the research project—from preparation and execution of studies to data management and administrative support—and contributions to other activities aligned with the project's scientific objectives.

The selected candidate will be responsible for:

Supporting administrative and project management tasks, including data organisation, scanning and archiving documentation, scheduling sessions, logistical support, dissemination of studies, and other relevant administrative duties;

Conducting participant screening and recruitment processes, including initial contact, eligibility criteria verification, and participant follow-up throughout the study;

Administering questionnaires, instruments, and semi-structured interviews, as well as programming experimental tasks for ongoing studies;

Conducting baseline assessments and running laboratory experimental sessions according to established protocols;

Conducting psychological assessments and collecting behavioural and psychophysiological data, including EEG data where applicable;

Processing and cleaning data collected within the project;

Preparing and organising materials, equipment, and consumables needed for experimental studies;

Ensuring data management, including organisation, monitoring, and tracking of participant information, in compliance with ethical and confidentiality standards;

Supporting the training, supervision, and coordination of research assistants, contributing to consistent implementation of project procedures.

Additionally, the selected candidate will participate in various complementary activities, including weekly lab meetings, literature reviews related to the project, statistical analysis of collected quantitative data, preparation of scientific communications, dissemination of

project results at scientific meetings, public communication events and social media, and preparation of manuscripts for submission to scientific journals.

7. Applicable Legislation and Regulations

Law No. 40/2004 of 18 August, as amended by Decree-Law No. 123/2019 of 28 August (Research Fellowship Holder Statute – EBI);
Regulation No. 950/2019 of 29 November (FCT Research Fellowship Regulation – RBI);
Decree-Law No. 66/2018 of 16 August (Recognition of Foreign Degrees and Diplomas);
ISPA – Instituto Universitário Fellowship Regulation;
All other applicable rules and regulations.

8. Host Institution and Scientific Supervision

The fellowship contract will be concluded 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, if necessary, in other settings required for the execution of the work plan, under the scientific supervision of Professor Jorge Simões Martins.

9. Duration of the Fellowship

The fellowship will have an expected duration of 12 months, renewable for additional 6-month periods up to the maximum duration of the project, subject to project budget availability and within the limits established by Article 6(4–5) of the FCT Research Fellowship Regulation.

The estimated start date is March 2026.

10. Monthly Maintenance Allowance and Additional Components

The monthly maintenance allowance for full-time exclusive dedication is €1,309.64, according to the table of values for fellowships directly funded by FCT (https://www.fct.pt/wp-content/uploads/2025/02/Tabela_valores_SMM_2025.pdf), subject to applicable updates. Payment will be made via bank transfer.

The fellowship includes personal accident insurance and, for fellows not covered by another social protection regime, eligibility to enrol in 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 9th February 2026 to 24th February 2026 at 23:00** (Lisbon time).

Only applications submitted within this period will be considered.

Applications must be submitted by e-mail to candidaturas.investigadores@ispa.pt, with CC to wjcr@ispa.pt, indicating the reference **RELAPSEPredict/04/BI/2026** in the subject line.

The application must include (in PDF format):

- a) Copy of Bachelor's degree certificate/diploma with final classification;
- b) Detailed CV;
- c) Motivation Letter (max. 2 pages);

d) Letter of Recommendation.

Incorrect or incomplete applications, or those failing to provide mandatory documentation, may result in exclusion.

False statements will be punished by law.

12. Evaluation and Selection Criteria

Evaluation will be based on the candidate's merit, according to the following weighted criteria:

Curricular Assessment – Academic qualifications (20%), based on final classification indicated in the degree certificate (Psychology only);

Motivation Letter – Motivation, interest in the scientific area, and familiarity with variables and techniques relevant to the project, assessed through the CV and Motivation Letter (30%);

Interview – Scientific knowledge and suitability of the candidate's profile to the position (50%).

Final scores will be expressed on a 0.00 to 20.00 scale according to:

Final Classification = (Curricular Assessment × 20%) + (Motivation Letter × 30%) + (Interview × 50%)

In the event of a tie, the jury chair will have the casting vote.

If no candidate meets the requirements for the work plan, the jury reserves the right not to award the fellowship.

Notes for Criterion A:

If multiple Psychology BSc certificates are submitted (or equivalent degrees with comparable ECTS credits), the jury will decide which is most appropriate for evaluation.

If the Portuguese certificate does not include a final grade, the jury will assign the minimum passing grade (10/20).

If the candidate submits a statement of honour but no certificate/diploma, the minimum passing grade (10/20) will be assigned.

If foreign degree documents are not recognised in Portugal or the grade has not been converted, the minimum passing grade (10/20) will be assigned.

13. Jury Composition

Chair: Jorge Martins, Researcher, William James Center for Research, ISPA – Instituto Universitário

Member: Inês Mares, Researcher, WJCR, ISPA – Instituto Universitário

Member: Magda Saraiva, Researcher, WJCR, ISPA – Instituto Universitário

Alternate Member: Nuno Gomes, Researcher, WJCR, ISPA – Instituto Universitário

Alternate Member: Sara Félix, Collaborator, WJCR, ISPA – Instituto Universitário

14. Notification of Results

All candidates will be notified of the evaluation results via e-mail, with delivery receipt, to the address provided for this purpose, pursuant to Articles 112(1)(c) and 113(5) of the Administrative Procedure Code (CPA).

15. Prior Hearing, Complaints, and Appeals

After the provisional ranking list is communicated, candidates have 10 working days to comment under prior hearing rules (Articles 121 ff. of the CPA). The final decision will be issued after examination of any statements submitted.

Once the final decision is communicated, the selected candidate has 10 working days to accept the fellowship in writing. Failure to do so without justification will be considered withdrawal.

Candidates may submit a complaint within 15 working days or an appeal to the highest executive body of the funding entity within 30 working days from notification of the final decision.

If the selected candidate withdraws or declines, the jury may offer the fellowship to the next ranked candidate(s), if applicable.

16. Fellowship Contract Template and Final Report

Templates for the fellowship contract and final reports (to be completed by the fellow and the supervisor), including evaluation criteria, may be consulted in the ISPA Research Fellowship Regulation (Annexes 2, 3, 4, and 5):

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 gender equality, diversity, and inclusion, and strictly prevents all forms of discrimination. Terms such as “candidate,” “researcher,” and “doctoral candidate” are used in a gender-neutral sense.

Under Decree-Law No. 29/2001 of 3 February, candidates with disabilities have priority in the event of equal ranking, overriding any other legal preference. Candidates must declare, under honour, their degree of disability, type of impairment, and required communication/expressive means in accordance with the law.

17. Non-Discrimination and Equal Access Policy

Ispa actively promotes a policy of gender equality, diversity and inclusion, ensuring strict compliance with the principle of non-discrimination in all its forms. Accordingly, the terms “applicant”, “researcher”, “doctoral candidate” and similar expressions used in this document are not intended to denote or imply any particular gender.

In accordance with Decree-Law No. 29/2001 of 3 February, applicants with disabilities are granted preference in the event of a tie, which prevails over any other legal form of preference. Applicants must declare, in the application form and under honour, their degree of disability, the type of impairment, and the means of communication/expressions to be used during the selection process, as required by the aforementioned legislation.

18. Personal Data Protection

By submitting an application, candidates provide the necessary personal data and consent for their processing strictly for purposes related to this competition procedure, in accordance with the General Data Protection Regulation (GDPR).

Documents submitted form part of the administrative record; access to them will comply with Law No. 26/2016 of 22 August, as amended.

