



EURIdoc - GUIDE FOR APPLICANTS

Call for applications

April 19 – June 14, 2021

www.urigroup.eu



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GENERAL INFORMATION

The **Eucor Upper Rhine Immunology doctoral programme (EURIdoc)** is a doctoral programme of the Upper Rhine Immunology Group federating the immunologists of the tri-national region of Germany, France and Switzerland since 2017. **It offers 28 PhD positions in Immunology and Biomedicine for 4 years** in the universities that are members of Eucor – The European Campus:

- 11 positions at the Medical Center – University of Freiburg, Germany
- 2 positions at the University of Freiburg, Germany
- 2 positions at the Karlsruhe Institute of Technology (KIT), Germany
- 7 positions at the University of Strasbourg, France
- 6 positions at the University of Basel, Switzerland

The PhD research projects cover haematopoiesis, immune cell differentiation, innate and adaptive effector functions, immune-related diseases, infection and cancer immunity.

Each PhD student is supervised by a team comprising i) the academic main supervisor, affiliated with the recruiting university, ii) a co-supervisor and iii) an educational mentor. The co-supervisor is either from another university or from a different discipline. The mentor is either from the industrial sector or is a university professor with teaching obligations.

All PhD students are asked to take a secondment (internship) in the laboratory of their co-supervisor. In addition, there are secondment options in the industry sector.

The PhD fellows recruited by the University of Freiburg Faculty of Biology and by the Medical Center – University of Freiburg are admitted to the Spemann Graduate School of Biology and Medicine (SGBM) and obtain their PhD degree from the University of Freiburg. The Karlsruhe Institute of Technology-recruited fellows integrate the BioInterfaces International Graduate School and can become associated members of SGBM. Strasbourg-registered fellows enter the doctoral school Vie et Santé. For Basel, the fellows are part of the International PhD programme in Biomedicine.

The PhD fellows have access to scientific and technical infrastructure as well as to disciplinary and interdisciplinary training programmes of all participating universities.

For more detailed information on EURIdoc visit www.urigroup.eu.

EURIdoc TIME LINE FOR APPLICATIONS

Key dates, all in 2021:

- Monday 19 April: call opening
- Monday 14 June: deadline of the application
- Immediately or latest 3 July: information is sent to applicants whether they are eligible (short list 1) or not
- Wednesday 16 June - Monday July 19: evaluation of application by external experts
- Monday 2 August: information is sent to applicants whether they are invited for interviewing (short list 2) or not
- Monday 9 August: deadline for applicants to confirm acceptance for interviews

- Wednesday September 1 – Saturday 25 September: interview phase (either on-site or remotely)
- Saturday 2 October: applicants are informed if they are on short list 3 (position offered) or on reserve list
- Monday 11 October: deadline for applicants of short list 3 to notify their acceptance of position
- Tuesday 12 October: applicants of reserve list are offered the positions that are still open
- Monday 18 October: applicants of reserve list notify their acceptance
- Friday 22 October: Filled positions are announced on the URI-website
- Earliest PhD start date: Monday 1 November

ELIGIBILITY CRITERIA AND SELECTION PROCESS

Eligibility criteria

EURIdoc has the following eligibility criteria:

1. The candidates must hold an academic degree, which allows them to embark on a doctoral programme at the recruiting universities before the recruitment date of 1 November 2021.
2. The candidates should have studied any field of the life-sciences, such as biology, biochemistry, biotechnology or molecular medicine. However, if a change in orientation seems justified, this should be explained.
3. The candidates must be, at the date of the call deadline, in the first four years (full-time equivalent research experience) after achieving a Master's degree or equivalent and not yet have been awarded a doctoral degree.
4. The candidates have to comply with the mobility requirements of the PhD programme (MSCA-rules): not have resided or carried out their main activity (work, studies) in the country that will recruit the applicant for more than 12 months in the 3 years before the recruitment date of 1 November 2021. For refugees under the Geneva Convention, the refugee procedure (*i.e.* before refugee status is conferred) is not counted as a period of residence/activity in the country of the host organisation. Applicants will be **asked to sign a self-declaration that she/he complies with the MSCA mobility criterion**.
 - Example: to be recruited by the University of Strasbourg, the applicant must not have resided or carried out her/his main activity in France for more than 12 months between 31st of October 2018 and 1st of November 2021.

Selection process

The selection and evaluation process of EURIdoc follows the principles of the *Horizon 2020 Grants Manual*¹ regarding Excellence, Transparency, Fairness and Impartiality, Efficiency, Speed, Ethics and Security. The participating member universities of Eucor – The European Campus and the partner institutions also adhere to the European Charter and Code for the recruitment and employment of researchers and have extensive experience in recruiting researchers².

1. Written application

1. All candidates passing the eligibility check (see eligibility criteria, above) will be selected for **short list 1**.

¹ https://ec.europa.eu/research/participants/docs/h2020-funding-guide/grants/from-evaluation-to-grant-signature/evaluation-of-proposals_en.htm

² <https://euraxess.ec.europa.eu/jobs/charter>

2. The application documents of **short list 1** will be evaluated by 3 independent external experts.
3. The candidate will be evaluated on
 - a. Qualifications
 - b. Working experience
 - c. Motivation letter
 - d. Research interests

Recommended content for the Motivation letter (Tab 10.1) (max 500 words):

1. Motivation to pursue a PhD in immunology (if you are trained in a different discipline, justify your reorientation)
2. Expectations from the EURIdoc program
3. How do you see your contribution to the programme and the chosen PhD projects?

Recommended content for the Research interests (Tab 10.3) (max 500 words):

1. Describe your research interests
2. Justification of the choice of each of the selected PhD projects

2. Interview

Once candidates have passed the written evaluation they are selected for **short list 2**.

The candidates of **short list 2** will be invited for an interview carried out by a panel consisting of the potential supervisors and independent experts. Depending on the Covid-19 pandemic or with regard to other reasons, interviews may be carried out via a teleconferencing system.

1. Each candidate gives a 7 min **white board presentation** (no power point) of his/her Master thesis or previous research activities. The panel scores the candidates on the clarity and scientific content of the presentations and their English proficiency.
2. The presentation is followed by a 12 min **discussion** in which the evaluation panel asks questions to assess further the scientific capacities of the applicant, the motivation to join the EURIdoc programme, the interest in the PhD projects chosen and the future career plans.
3. Understanding of ethical issues will be checked during the interviews.

Based on the interview results the candidates will be ranked per PhD project to establish the **short list 3** and a **reserve list**. Applicants of **short list 3** are asked to notify rapidly if they accept the position offered. If they decline, the position will be offered to the applicants of the reserve list.

FURTHER INFORMATION FOR THE APPLICANTS

Appointment conditions

All PhD students will obtain a 4-year full-time equivalent contract allowing them to dedicate 100% of their working time to research and training. Each fellow will have a working contract with full social benefits and the respective conditions with one of the academic partner institutions (University of Freiburg, Medical Center – University of Freiburg, Karlsruhe Institute of Technology, University of Strasbourg, University of Basel) adapted to national regulations. This is why the living allowance (subject to all applicable to national regulations) varies between countries: University of Strasbourg: 2935 EUR, University of Freiburg and Karlsruhe Institute of Technology: 3500 EUR, University of Basel: 4182 EUR (please note that the living costs are higher in Switzerland). Additionally, eligible researchers will receive 240 EUR/month of family allowance (also subject to taxation; eligibility is verified according to MSCA Work Programme at the time of recruitment).

SUBMISSION OF APPLICATIONS

All applications³ must be submitted via the application tool of [the Spemann Graduate School of Biology and Medicine \(SGBM\)](#).

You will be first asked to register and your email address will be verified. Only after the successful verification will you be able to type in your application.

Important: Please make sure that you select the “EURIdoc” radio button when you register.

If successfully registered, you will receive an email at the address provided with instructions on how to continue with the application. Once you start filling out your application the information you have entered is saved automatically by the system. If you stop entering data for too long the system will log you out. You will have to re-enter your login data on the SGBM homepage (www.sgbm.uni-freiburg.de) to resume your application.

All candidates may choose up to 3 PhD projects. These choices are to be entered during the application procedure. You can detail the order of your preferences in the Research Interest field (Tab 10.3). Note that you may be offered the PhD project of your second or third choice.

Relevant information/documents required⁴:

Personal data/contact details;

Bachelor and Master degrees (or equivalent) - transcripts and certificates;

Optional: Proof of English proficiency;

Motivation letter and Research Interests.

³ Exceptions for researchers at risk whose applications may be submitted via post

⁴ Privacy note. By submitting their application via the dedicated form on the SGBM website, applicants agree to the processing of the information provided by them for evaluation and selection purposes. Under the General Data Protection Regulation (GDPR), you have the right to request access to your personal data, to request that your personal data be rectified or erased, and to request that processing of your personal data be restricted. Please note that you can rectify your personal data only, such as name(s) and the birth date; email addresses, phone numbers, postal addresses; academic affiliations, the factual information about your education and work experience (such starting and termination dates), etc. You cannot use the right to rectify the data to improve your CV presentation or the motivation letter after the submission deadline, as it places at a disadvantage other EURIdoc applicants.

Please make sure that you only upload documents/files that are NOT secured or protected, otherwise the system will not be able to process them properly.

In addition, you will have to download from the URI website a self-declaration that you comply with the mobility rule and that you understand the ethical implication of the chosen PhD projects. Once the self-declaration form is signed, please send it via email to sgbm-info@sgbm.uni-freiburg.de.

An application is only valid if submitted via the online application tool. In exceptional cases and only if agreed upon beforehand with the project manager, applications (e.g. from researchers at risk) can be submitted via post. It must be postmarked before or on the date of the deadline (14 June 2021).

OTHER INFORMATION

Report: Upon submission, each candidate will receive an auto-generated email informing of the reception of the application. Then the candidate selected for the short list 2 will receive another email.

Redress: The appeal procedure will only evaluate the evaluation and selection procedure for candidates invited for an interview and not any scientific judgment about the candidate. Each candidate has the possibility to apply to the Redress Committee for an appeal procedure. The appeal should consist of a one-page letter stating his/her case to the EURIdoc programme coordinator. The Redress Committee, composed of the SGBM coordinator and the Selection Control Committee, will discuss the case and inform the candidate of the outcome within one week. In case the appeal is deemed justified the Steering Committee is informed, and the application will again be evaluated and/or the applicant interviewed by distant communication means. The short list 3 and the reserve list would be modified accordingly.

For questions regarding the EURIdoc PhD programme write to:
euridoc@eucor-uni.org

Eucor – The European Campus
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France

For questions regarding the application procedure write to:
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or call +49 (0)761 203 4975
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