

Instructions to apply for a BIAP predoctoral position through the 'Generic Request' system, the general registry of the University of Barcelona.

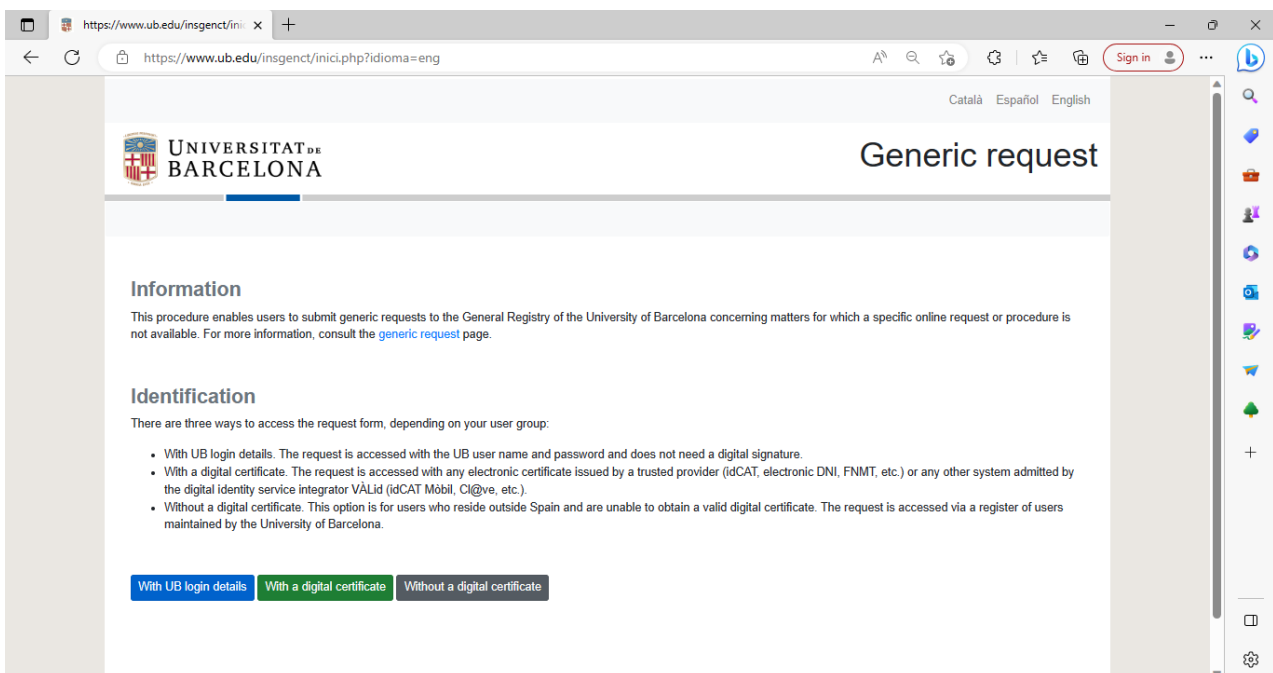
Step 1: Access to the Generic Request system

For non-residents in Spain

1. Before submitting the application to the University of Barcelona through the Generic Request system, first register here: <https://www.ub.edu/regper/web/inici.php?id=03>
2. Complete the registration form with your personal details, indicating the email address where you would like to receive confirmation of registration. You must validate the registration process by clicking on the link you will receive at your email address.
3. Once registered, proceed with the application process by following the link to the Generic Request system: <https://www.ub.edu/insgenct/inici.php?idioma=eng>
4. Select to access the Generic Request system **'Without a digital certificate'**.

For residents in Spain:

1. Follow the link to the Generic Request system:
<https://www.ub.edu/insgenct/inici.php?idioma=eng>
2. There are two ways to access the Generic Request system:
 - (a) If you have the credentials of the University of Barcelona, to access the Generic Request system select **'With UB login details'**.
 - (b) If you don't have the credentials of the University of Barcelona, to access the Generic Request system select **'With a digital certificate'**. The system accepts any digital certificate issued by a trusted provider (idCAT, electronic DNI, FNMT, etc.) or any other system admitted by the digital identity service integrator VÀlid (idCAT Mòbil, CI@ve, etc.).



Step 2: Application submission through the Generic Request system

General procedure for both residents and non-residents in Spain:

1. *Applicant's details*: fill out the Generic Request Form with your personal details.
2. *Contact details for notifications*: indicate the phone number and email address where you want to receive notifications from the University of Barcelona.
3. *Representative's details*: live blank
4. *Details of request*:
 - *I state*:
 - **Application for a predoctoral position in Analytic Philosophy. Ref: BIAP_PREDOC**
 - *I request*:
 - **Application for a predoctoral position in Analytic Philosophy. Ref: BIAP_PREDOC**
5. *Recipient*: select the area: **'Administration of Centre'**; then select the sub-area: **'General Affairs Office at Philosophy and at Geography'**.
6. *Right to information pertaining to the processing of personal data*: tick the box.
7. *Documents attached*: upload the application documents. Note: documents must be uploaded in PDF, not exceeding 2 MB in total.
8. Send the request by clicking on the button *'Continue'*.
9. You will be asked to review your request.
10. To end the application process, click on the button *'Confirm'*.
11. You will receive an automatic no reply email from the University of Barcelona system confirming that your application has been registered.