

Juan de la Cierva 2025 – Frequently Asked Questions (English Translation)

Unofficial translation by the LOGOS Research Group (AEI call 2025). In case of discrepancy, the Spanish version prevails.

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DESCRIPTION OF THE FELLOWSHIPS

1. What are the characteristics of the Juan de la Cierva fellowships?

The fellowships aim to promote the incorporation of young people holding the degree of Doctor, so that they may complete their postdoctoral research training in Spanish R&D centres for a period of three years.

The annual aid for each of the contracts will be €35,000, which must necessarily be used to co-finance the salary and the employer's Social Security contribution of the contracted persons during each of the years, considered independently.

The minimum remuneration that the contracted persons must receive, which must be indicated in each contract, will be €30,600 gross per year.

In addition, an extra aid of €15,000 will be granted to cover the expenses of the contracted person, preferably for national and international mobility activities. It may also be used for other activities directly related to the execution of their research.

The aids intended to finance the salary and the employer's Social Security contribution of the contracted persons will be co-financed with funds from the European Social Fund Plus (ESF+).

SIGNATURE AND SUBMISSION OF APPLICATIONS

2. Who submits the applications for participation?

Applications for participation must be submitted by the R&D Centres, by completing, signing and electronically registering the application form, which will include the participants for their incorporation into these Centres.

Once the R&D Centres have completed the application form and included the participants they wish to submit, they must make the effective submission of the application through the electronic signature of the person holding the legal representation of the Centre and the electronic registration of said application.

Participants complete the electronic application form in which they will provide, in PDF format, the following documents: the participant's CVA, the CVA of the tutor researcher, the scientific-technical record of the research team, and any other documents required by the application according to the information entered.

Once the participants have completed the form and attached the documents in PDF format, they will close the form to generate the final form and send it electronically. Before closing and generating the final form, it is recommended to review the entered data. The application provides the "Error Guide" option in the menu and also allows generating a draft of the form.

3. Do participants have to submit or send any printed document to the State Research Agency?

No. Participants must complete telematically the "Participant Form" (Section C of the application, Article 13.1 of the call) with their personal data and attach in it the documents indicated in the previous question, but it is not necessary to submit it to the State Research Agency.

The document generated by the telematic application must be signed, either electronically or by hand, and made available to the applying R&D Centre, which will keep it as a depositary.

4. Must participants necessarily use electronic signature when completing their form?

When completing and sending the electronic form, participants are not required to use an electronic signature.

Electronic signature is optional for participants.

5. Must participants submit or send to the R&D Centre the printed documentation proving they meet the requirements of the call or are covered by any circumstance provided for in it?

No. When completing the "Participant Form," participants must attach electronic files, in PDF format, of such documents.

6. Must the R&D Centres submit the application by means of an electronic signature? What is the deadline for doing so?

Yes. The effective submission of the application must be carried out by the R&D Centres through the electronic signature of the person holding the legal representation of the institution and the electronic registration of the application.

It must be done within the deadline established for the submission of applications in Article 12 of the call, which begins on 25 November 2025 and ends on 17 December 2025 at 14:00 hours (Spanish peninsular time).

7. Which electronic certificates are considered valid?

They must correspond to one of the digital certificates accepted on the “@firma” platform, which can be consulted on the electronic headquarters of the Ministry of Science, Innovation and Universities, under the section “Digital Certificates”.

8. What is the deadline for participants to complete and submit their electronic application form? Is it the same deadline that R&D Centres have to submit the application?

It is not the same deadline. The deadline for participants to complete and submit their electronic form begins on 25 November 2025 and ends on 10 December 2025 at 14:00 hours (Spanish peninsular time), as indicated in Article 12.3.b) of the call.

9. Must R&D Centres submit or send any printed document to the State Research Agency?

No. The required documentation, according to the call, will be attached as an electronic file in PDF format to the telematic application by the participants when completing the electronic form.

ELIGIBILITY REQUIREMENTS

10. Is access to these fellowships restricted to Spanish researchers?

No. The call is open to all researchers who meet the requirements established in the call, regardless of their nationality.

11. Can one apply simultaneously to the Ramón y Cajal and Juan de la Cierva fellowships?

No. It is **not permitted** to apply simultaneously to both Ramón y Cajal and Juan de la Cierva fellowships.

If applications are submitted to both, the Juan de la Cierva one will be rejected.

12. If I am currently benefiting from, or have benefited from, a fellowship from previous Juan de la Cierva, Postdoctoral Training, Juan de la Cierva–Training, or Juan de la Cierva–Incorporation calls, may I apply to the 2025 Juan de la Cierva call? What if I have not yet joined the R&D Centre? What if I renounced the fellowship?

No. In any of these cases, if you are or have been a beneficiary of one of these previous fellowships, **you may not apply** for the Juan de la Cierva 2025 call.

A beneficiary is understood to be any person included in one of the grant-award resolutions of the previous calls, regardless of whether or not the incorporation to the R&D Centre took place.

13. In how many R&D Centre applications can a single participant be included?

Only in **one**.

If two or more R&D Centres include the same participant in their applications, the person will be **excluded from all of them**.

14. To apply for a fellowship, is it necessary that the research team the participant will join already have a funded R&D project?

No.

The participant will join a research team to take part in its current research line(s).

(If these happen to be part of a funded R&D project, that is acceptable but not required.)

15. Who makes up the research team?

The research team is composed of the research staff who develop the line(s) of research in which the participant will be integrated, as stated in Article 13.2.c) of the call.

16. Who can appear in an application as the tutor researcher of the participant?

Any researcher belonging to the research team in which the participant will be integrated may act as the tutor researcher, being directly responsible for the guidance and professional development of the participant. The participant cannot act as their own tutor.

17. Can a tutor researcher appear as such for more than one participant?

No. A tutor researcher may participate in the application of only one participant. If the

same tutor appears in more than one participant's form, all such participants will be excluded.

18. How many participants can an R&D Centre submit?

As many as it wishes, provided that all proposals meet the requirements established in the call, both for the participants and for the tutor researchers.

19. Can someone who does not yet hold the PhD degree apply for this call?

Yes.

The deadline for participants to complete their online form is **10 December 2025**, and the requirement to hold the PhD degree applies until **31 December 2025**.

Therefore, if you have not yet obtained the PhD, and it is from a foreign university, you must include in your application a document certifying that the degree will be awarded before 31 December 2025.

20. Is it necessary to have the PhD degree obtained abroad officially recognised (homologated) in Spain?

No.

Academic certification of the PhD degree is sufficient.

21. What date is considered as the PhD award date?

The date of the defence and approval of the doctoral thesis is understood to be the date of obtaining the PhD degree.

Therefore, this may be certified, where applicable, by means of the doctoral diploma or an academic certificate, provided that these expressly indicate the date on which the PhD degree was obtained.

22. Are the same access routes maintained as in previous years?

Yes.

The following routes are maintained: the **general access route**, the **JDC-INIA-CCAA route**, and the **route for people with a disability equal to or greater than 33%**.

A total of **500 fellowships** are called, of which **9 are reserved** for the disability route and **9** for the JDC-INIA-CCAA route.

23. What are the characteristics of the JDC-INIA-CCAA route?

If this route is selected, only the “Agricultural and Food Sciences” area can be chosen in the participant form of the online application. Incorporation will take place exclusively in public research centres in agricultural or food science that depend on the Autonomous Communities and are integrated into the INIA (CSIC)–CCAA system, or in the State Agency Spanish National Research Council (CSIC), through its National Institute for Agricultural and Food Research and Technology (INIA).

24. Who can apply for the JDC-INIA-CCAA route?

Anyone may apply for it by selecting the corresponding option in the participant form of the online application, bearing in mind that only nine fellowships are reserved for incorporation into the specific R&D Centres mentioned in the previous question. If this route is selected, it cannot later be changed to the general route, nor may it be combined with the disability access route ($\geq 33\%$).

25. If I apply through the general route, may I select one of the R&D Centres mentioned in the previous questions?

Yes.

In this case, the application will compete for the general route’s available places—that is, all those offered in the call, except the 9 reserved for disability and the 9 reserved for the JDC-INIA-CCAA route.

26. What are the valid PhD award dates to participate in this call?

In this call, the PhD award date must be between **1 January 2024** and **31 December 2025** for the **general** and **JDC-INIA-CCAA** routes, and between **1 January 2023** and **31 December 2025** for the **disability route ($\geq 33\%$)**, unless the applicant can prove one of the **interruption causes** that affected their research activity, as set out in Article 6.1(a) of the call.

To be applicable, the interruption must have occurred between the PhD award date and the deadline for completing the participant form (**10 December 2025**).

27. What are the causes of interruption? Can more than one be applied? Are they only used to extend the lower limit date of PhD award?

The interruption causes that may have affected the research activity, **provided they occurred between the PhD award date and the deadline for completing the participant form**, are:

1. Periods of **temporary disability**.
2. Periods dedicated to the **enjoyment of permits, leaves, reduced working hours and**

leaves of absence due to **gestation, pregnancy, birth, adoption, guardianship for adoption, foster care, risk during pregnancy and lactation, breastfeeding**, or other analogous situations related to the above, as well as for reasons of **work–life balance** or **care of minors, family members or dependants**, and due to **gender-based violence**. Different periods may be **accumulated**, provided they do **not overlap** in time.

28. If the birth of a child, or cases of adoption, guardianship for adoption, or foster care are proven, what extension applies to the lower limit date of PhD award?

An extension of **1 year per child** applies, counted from the date of birth or, as applicable, from the judicial or administrative resolution, provided that this is duly documented within the application.

To be applicable, the birth or resolution date must have occurred between the PhD award date and the deadline for completing the participant form.

29. And for the remaining interruption causes, what extension applies to the lower limit date of PhD award?

For all other situations, the interruption will be considered equivalent to the justified period, taking into account that in cases of reduced working hours, the interruption period will be calculated in the equivalent of full working days.

To be applicable, the interruption must have occurred between the PhD award date and the application deadline.

30. How and when must interruptions be certified?

Such situations must be indicated and duly certified **when completing the participant form**, except for those lasting less than **3 months full-time**, which do not require certification.

Nevertheless, proof may be requested at any time during the granting procedure.

31. In the case of having obtained more than one doctorate, which doctorate should be used to meet the participation requirement?

The **first** of the degrees obtained, regardless of the relationship between the subject matter of any of the doctorates and the application submitted.

32. What mobility requirement must be met in this call?

The mobility requirement is to **request incorporation into an R&D Centre different from the one where the predoctoral training was carried out.**

33. What is meant by the centre where the predoctoral training was carried out?

It is understood as the centre in which, **primarily**, the **doctoral programme** was carried out—that is, the set of research activities leading to the acquisition of the competences and skills necessary to obtain the PhD, as included in the doctoral programme.

34. Is the mobility requirement mandatory in all situations?

Yes, this requirement is single and **mandatory**. It is **not mandatory only** for persons applying through the **disability access route (≥33%)**.

35. Is it necessary to provide evidence of research stays?

No. As stated above, the mobility requirement is **to request incorporation into an R&D Centre different from the one of the predoctoral training.**

36. If the predoctoral training was carried out in an institute or centre of an OPI (State Research Organisation), is it possible to join a different institute or centre belonging to that same OPI?

Yes, provided that the OPI, through its legal representative, **justifies by means of a reasoned report** that this constitutes **indisputable mobility**. This justification must be **included when completing the participant form**. For these purposes, **OPI** refers to the public research organisations defined in **Article 47 of Law 14/2011, of 1 June**, on Science, Technology and Innovation.

37. If the predoctoral training was carried out in a mixed centre, is it possible to join one of the centres participating in that same mixed centre?

As in the previous case, **yes**, provided that the **applying R&D Centre**, through its legal representative, **justifies by means of a reasoned report** that this constitutes **indisputable mobility**. This justification must be **included when completing the participant form**.

38. If a disability equal to or greater than 33% is certified, must the mobility requirement set out in the call be met?

No, as stated above. In this case, incorporation **may be into the same centre** where the predoctoral training was carried out.

39. If the predoctoral training was carried out at a foreign centre, is the mobility requirement met?

It is understood that, having carried out the predoctoral training at a **foreign** centre, incorporation will **never** be into that centre (since it must be into a **Spanish** centre). Therefore, the requirement would be deemed **met**, **provided** that this circumstance is **duly certified**.

40. Must the legal representative of the R&D centre submit proof of representation at the time of application?

No. Proof of representation is not required at the time of submission, but may be requested later during the correction stage of the procedure if necessary.

APPLICATION DOCUMENTATION

41. Must the participant upload a PDF copy of their ID, NIE, or passport in the participant form?

No. It is not necessary to attach these documents. However, the competent body in charge of the procedure may request documentary verification of the data declared in Section C (“Participant Form”) by the individuals included in their R&D Centre’s application.

42. Must a PDF copy of the PhD diploma or academic certificate stating the PhD award date be uploaded in the participant form?

If the PhD was obtained at a **foreign university**, yes, it must be attached.

If the PhD was obtained at a **Spanish university**, the granting body will verify and check the degree through the government’s **Data Verification and Intermediation Platform**.

If this verification is not possible, the applicant will be asked to submit the PhD diploma during the correction stage.

43. What CV model must the participant use?

The participant must **use the official “Currículum Vitae Abreviado (CVA)”**, in the standard format available on the **Spanish State Research Agency (AEI)** website, or generated automatically via the **FECYT “Normalised CV” application**, selecting the “Abbreviated CV” option.

The maximum length is **4 pages**.

All personal data fields must be completed, and it should preferably be presented in **English**.

Formatting requirements:

- Font: *Times New Roman*, *Calibri*, or *Arial*, size ≥ 11 pt.
- Margins: left/right **2.5 cm**, top/bottom **1.5 cm**.
- Line spacing: **single**.
- Maximum file size: **4 MB**.
- The online system will **not accept CVs longer than 4 pages**.

44. Must the participant upload the abbreviated CV (CVA) of the tutor researcher?

Yes. The participant must attach, in PDF format, the tutor's Abbreviated CV (CVA) in the same official format and under the same conditions as their own.

45. What CV model must be used for the tutor researcher's abbreviated CV (CVA)?

The same as for the participant — either the model available on the AEI website or generated through the FECYT “Normalised CV” tool, using the abbreviated option (max. 4 pages, preferably in English, formatted as above). The file may not exceed 4 MB.

46. Must the participant attach the scientific-technical track record of the research team?

Yes. As required in Article 13.2(c) of the call, the participant form must include a PDF file with the research team's scientific-technical track record covering the last five years.

This should include:

1. A list of the team members, specifying whether it is officially recognised as a research group.
2. Scientific and technical contributions, as well as societal impact (technology transfer, outreach, collaboration with industry, etc.).
3. List of national R&D&I projects (title, funding body, call, principal investigator, host institution, dates, and budget).
4. Description of predoctoral and postdoctoral training capacity, including theses completed or ongoing, expected defence dates, and follow-up of graduates.
5. Description of internationalisation capacity (international projects, collaborations, talent attraction, etc.).

Recommended: use the model provided on the AEI website; preferably in English, font ≥ 11 pt, max. 10 pages, and ≤ 4 MB file size.

47. Must the participant attach a research activity report or project proposal?

No.

The call does **not** require a separate research report or project proposal.

48. Must the participant attach a “Mobility Justification” document?

Only in the following cases:

- If the PhD was obtained at an **OPI institute or centre**, and the applicant wishes to join another institute within the same OPI.
- If the PhD was obtained in a **joint research centre** (shared by several institutions), and the applicant wishes to join one of those same institutions.

In these cases, the legal representative of the host centre must issue a reasoned report certifying that this change constitutes actual mobility, as per Article 6.1(b) of the call.

49. Where can the list of thematic areas be found?

The list of thematic areas is available on the **AEI website** for this call, under the “Application” section.

It is also included in **Annex II** of the official call text.

50. Must the participant indicate the title and summary of the research line in which their activity will take place?

Yes.

You must enter the **title of the research line**, a **summary** of it (up to **3,500 characters**), and up to **10 keywords** related to it when completing the participant form.

51. Must the participant fill in their ORCID code field in the form? What about the tutor’s ORCID code?

Yes — the **ORCID (Open Researcher and Contributor ID)** code is **mandatory** for both the participant and the tutor researcher.

The ORCID code is a unique identifier in the format **NNNN-NNNN-NNNN-NNNA** (N = number, A = letter) that allows researchers to clearly distinguish their scientific output. It will be used to retrieve publications from bibliometric databases.

Access: www.orcid.org

This code should be linked to the researcher’s profiles in databases such as **WoS** or **Scopus**. If not yet linked, the applicant must do so before submission.

52. Must the participant complete the NABS codes in the form?

Yes.

Participants must select the corresponding **NABS (Nomenclature for the Analysis and Comparison of Scientific Programmes and Budgets)** code in the participant form.

Including NABS codes (Eurostat classification of socio-economic objectives) allows the AEI to include these grants in international R&D budget statistics. The list of NABS codes is available on the AEI website under the “Application” section.

53. Must the participant complete the FORD codes in the form?

Yes.

Participants must include the corresponding **FORD (Fields of Research and Development)** code, following the **OECD’s Frascati Manual** classification (FOS 07 / FORD 15).

These codes can also be consulted on the AEI website for this call.

54. Once the application deadline has passed, how can an applicant check the status of their submission?

You can check the status of your application through the **Virtual Folder of Records – Facilit@**, available from the AEI website for this call.

55. How can applicants access the “Virtual Folder of Records – Facilit@”?

*Access is available using your **RUS (Unified Applicant Register)** credentials (username and password) or through a **digital certificate** or **electronic ID (DNIe)**.*

56. Besides checking the status of an application, what other actions can be carried out through the “Virtual Folder – Facilit@”?

Throughout the entire evaluation process, all notifications from the AEI will be made through this platform.

Any additional documentation or corrections requested by the AEI must also be submitted through the same Facilit@ system.

Institutions (legal entities) participating in the procedure are required to use an advanced electronic signature system for all submissions.

57. How many electronic applications can be submitted?

Only **one application per R&D Centre** may be generated in the system.
Each participant may only complete **one participant form**.

You may make as many drafts or edits as necessary before final submission. Once the definitive version has been generated and submitted online, **no further applications may be made**.

The platform will display confirmation warnings before final submission.

EVALUATION AND SELECTION

58. What is the role of the technical expert panels?

These panels, organised by thematic area, will adopt by consensus a single evaluation for each application based on the criteria and subcriteria established in Annex I of the call, and will produce a single final scientific-technical report per application.

59. What is the role of the Selection Committee?

The Selection Committee, following the evaluation criteria and based on the technical reports provided by the expert panels, will prepare a prioritised list of applications for each thematic area and access route (general, disability, and JDC-INIA-CCAA). It will then propose the selected and reserve applications.

60. How will funding proposals be made for applications in each area under the general access route?

*Funding will be proposed for applications that receive a score of **80 points or higher**, up to the number of grants available in each thematic area, as defined in Article 1.3 of the call.*

If, after applying these criteria, the total number of grants does not match the total announced, adjustments will be made within the area(s) with the highest allocation (based on alphabetical order when needed).

If any area's quota remains unfilled, the remaining grants may be reassigned to other areas, using the same proportional system as described in Article 1.3.

Within each area, if more applications score ≥ 80 than there are available grants, funding will follow **descending order of score**.

61. How will the funding proposals be made for applications under the disability access route?

Grants under the disability access route are not distributed by thematic area.

Funding will be proposed for all applications scoring **80 points or higher**, up to the number of available grants for this route.

If more applications reach ≥ 80 points than available grants, funding will follow descending order of score until the quota is reached.

If the 9 reserved grants for this route are not awarded, they will be transferred to the general access route, following the same proportional distribution method used in Article 1.3.

62. How will the funding proposals be made for applications under the JDC-INIA-CCAA route?

These grants will belong exclusively to the “Agricultural and Agri-food Sciences” area (Annex II) and will not count toward the general access quota.

Funding will be proposed for applications scoring **80 points or higher**, up to the number of available grants in this route.

If more applications reach ≥ 80 points than available grants, funding will follow descending order of score until the quota is reached.

If the 9 reserved grants for the JDC-INIA-CCAA route are not awarded, they will be reallocated to the general route, again following the proportional system in Article 1.3.

63. What happens if I obtain a score below 50 points in this call?

If you score below 50 points, you **cannot apply in the following call**, even if you later withdraw your current application after the provisional resolution proposal (Article 16).

64. What happens if false or plagiarised documentation is detected?

If falsification, plagiarism, or similar misconduct is detected in the documentation submitted for evaluation, the application will receive a **total score of 0 points** (Article 14.2).

INCORPORATION

65. What type of employment contract must be signed between the selected researchers and their R&D Centres?

Contracts must be **full-time** and have a **minimum duration of three years** starting from the researcher's incorporation date.

Any valid type of employment contract under Spanish labour law may be used, provided its duration is **at least 3 years**.

The contract must specify a **minimum annual gross salary of €30,600**, payable in **12 instalments** including prorated extra payments.

Each centre may decide to offer longer or permanent contracts if agreed with the researcher.

66. In what language must contracts be drafted and formalised?

In accordance with Article 15 of Law 39/2015, of 1 October, on the Common Administrative Procedure of Public Administrations, all procedures handled by the Spanish General State Administration must be conducted in Spanish.

Therefore, contracts and related documentation must be written and formalised in Spanish.

67. What is the deadline for selected researchers to take up their positions at the host centre?

Selected researchers must take up their posts at the host centre **no later than 1 September 2027**.

The exact date must be agreed with the host institution.

68. What is the official incorporation date for researchers at the host R&D Centre?

The incorporation date must always be **the first day of a month**, following the publication of the final grant resolution, and **no later than 1 September 2027**.

This date must be clearly stated in the employment contract.

No extensions beyond 1 September 2027 will be authorised.
