



Erasmus Mundus
Joint Doctorate Programme

SMART - Science for Management of Rivers and their Tidal systems

Smart EMJD – Call 2012

Instructions for completing the application

- 1) read carefully the call, its annexes and the Programme Guide of Erasmus Mundus
- 2) check if your **background** (studies, experiences, interests etc.) is consistent with the aims of the SMART EMJD
- 3) check if your **requirements** are consistent with the ones required by the SMART Programme and the Programme Guide (EM criteria, see below)
- 4) get registered in the online application system (<http://www4.unitn.it/Apply/en/Home/Index>), so to get your own password and start the application procedure
- 5) first of all, register your personal data (biodata, residence, identity document)
- 6) secondly, get the references of two academics and write them in the registration system. Do it as soon as possible as the system will forward directly to them the request of the compulsory reference letters and, as it will take some time to get them, the sooner you do it the sooner we will get the letters. The reference letters must arrive to the Smart secretariat (that support the selection committee) by the day before the start of the assessment of qualifications (mid-January 2012)
- 7) prepare the list of documents to be attached to the application and get them in time to attach them to the application by the deadline (January 9, 2012, 4:00PM Italian time)
- 8) prepare the personal statement and the project proposal (annex 2, A & B) respecting the maximum number of characters given. We advise candidates that these two documents are very important in the assessment of qualifications (step 1 of the admission procedure) so we suggest to use all the characters (without exceeding the maximum). Remember to upload a .doc, .docx or .rtf file so to allow the secretariat to check the number of characters used
- 9) in annex 3 select the research subjects in order of preference, indicating at least 3 topics. The description of the research topics proposed for the call 2012 is available in a specific file downloadable from the website
- 10) complete the other parts of the online application and upload the files
- 11) check if all the compulsory documents have been attached and **ONLY** after this check send the application.

N.B.: we strongly advise candidates to apply in advance with respect to the deadline fixed so not to incur in problems with the connection.

After the deadline the SMART secretariat will carry out the **eligibility check** of all applications arrived in due time. Applications arrived after 4.00PM of the deadline will not be taken into consideration.

The eligibility check will cover the following aspects:

- 1) completeness of the application
- 2) the SMART admission requirements (e.g. diploma, credits, etc.)
- 3) the EM criteria (nationality, 12-months rule, no more than 3 applications to EM joint programmes, etc. see below) .

In case candidates do not fulfill these requirements they will not be academically reviewed.

The eligibility decision will be taken by the Selection Committee during the first meeting.

Non eligible applicants will receive an e-mail specifying the reasons and the appeal procedure.

Evaluation criteria

The selection committee will mainly base its decision upon the following:

Step 1: assessment of qualifications (minimum 30 marks out of 50):

The prevalent part of the points will be given on the basis of

- 1) the research proposal and
- 2) personal statement (motivation).

The remaining part of the points will be given on the basis of

- 1) academic merit and study results,
- 2) publications, experience and professional qualifications,
- 3) recommendations.

Step 2: interview (minimum 30 marks out of 50)

the interview aims at assessing the excellence of the candidates and the suitability of their scientific and educational backgrounds for undertaking research training in their area of interest, their academic potential and their English language proficiency.

Without prejudice to high academic standards, in order to ensure geographical diversity among the doctoral candidates, no more than two doctoral candidates with the same nationality should be awarded an EMJD fellowship in the same Doctorate programme.

Erasmus Mundus criteria

Eligibility constraints (Programme Guide, pages 39-40)

- Individual EMJD fellowships are awarded exclusively for full-time enrolment in one of the doctoral programmes.
- Individuals who have already benefited from an EMJD fellowship are not eligible for a second grant.
- Candidates applying for a type "A" fellowship must have not resided nor carried out their main activity (studies, work, etc.) for more than a total of 12 months over the last five years in one European country.
- Doctoral candidates benefiting from an EMJD fellowship cannot benefit from other Community grants while carrying out their Erasmus Mundus doctoral activities.
- Candidates can not apply to more than 3 EMJ programmes the same year.