

APPLICATION INSTRUCTIONS – CONACYT FULL PHD 2021

Introduction

We recommend that applicants to a CONACYT scholarship for a full PhD at the University of Groningen (UG) carefully read the information in this document, before completing their application, in accordance with the instructions of CONACYT. In case of any remaining questions or concerns, contact the Representation of the University of Groningen in Mexico ([Mr. Luis Andrés González](#)) (subsequently “the Representation”).

Note that the information in this document only becomes relevant once you have secured the acceptance of a UG supervisor for your PhD project. Moreover, individual UG Graduate Schools (GS) may have established additional requirements for admission. Contact the Representation for more information on this process. Applicants to the Graduate School of Medical Sciences should consult the information available on www.groningenbiomed.com/conacyt.

CONACYT call for applications 2021

In the 2021 call for applications to the “*doctorado en el extranjero*” CONACYT requests specific information that may require the input of the relevant Graduate School and/or supervisor(s) at UG. The below information clarifies some of the doubts applicants to the PhD program of each GS may have. Note that the information below only concerns those parts of the application that require input from the University of Groningen.

1. General requirements

- a. Submit a Letter of Acceptance (LoA) provided by the relevant GS
- b. Submit a PhD project proposal, signed by the applicant & supervisor (max. 10 pp.); note that it is *not allowed to insert signatures as an image!* The document needs to be printed, signed and scanned. Failure to do so results in the application being rendered invalid!
- c. Submit a CV of PhD supervisor signed by the supervisor (max. 5 pp.)

Ad a) The GS should ensure that the LoA fulfills the requirements set by CONACYT, including the underlining of different sections of the letter. Candidates may request that the GS contact the Representation for a template Letter of Acceptance In order to be able to issue the LoA.

2. Specific requirements

- a. Fill out the field with information on the name of the PhD program (field: “*programa de estudios*”)
- b. Fill out the table “*Estructura Curricular*” with information on courses you will take per semester
- c. Information on tuition for our PhD program and the CONACYT-Groningen fee waiver policy
- d. A document that the language of instruction is different from the national language in The Netherlands

Ad a) We suggest that you fill out this field with “**PhD at the Graduate School of [NAME OF GRADUATE SCHOOL]**”.

The Netherlands, unlike Mexico and many other countries, does not have individually accredited PhD programs (e.g. in “Biology”, “Engineering”, “Chemistry”, etc.). Instead, UG is allowed to award PhD degrees based on its institutional accreditation, as one of a very limited number (about ten) of

research universities established per Dutch law. Each PhD student at UG is enrolled at one of our “Graduate Schools”. This enrollment depends on the affiliation of the PhD student's main supervisor.

Ad b) A PhD in The Netherlands is output-based rather than course-based, with a flexible approach to the courses you may take. In general, you and your supervisor decide on this in a Training and Supervision Plan (TSP; to be signed at the start of your PhD trajectory). The TSP is drafted in accordance with the requirements of your research project and your personal development. Many students take about 30 EC of courses during their PhD (1 EC represents a workload of about 28 hours, one semester is 30 EC). Students in a regular 4-year trajectory need to complete 30 EC to receive the GS "Course Certificate" in addition to a PhD degree; the Course Certificate however is not a requirement to proceed to the thesis defense. In regards to filling out this section, **we recommend two things:**

1. Discuss with your supervisor a **tentative schedule for courses** you will take (but mention these are tentative!) in each semester. For this, consult the Coordinator of the relevant GS (via the Representation) to obtain an overview of relevant PhD courses program.
2. Make reference in the table to the **expected progress of your research project** per semester, as for example copied from a Gantt chart that is likely to be part of your PhD project proposal (see 1b).

Ad c) The Representation will issue a **standard information letter** regarding official fees and waivers.

Ad d) The Representation will issue a **standard letter** that the language of instruction for the PhD program is English.

No rights can be derived from this document. Admission to the UG PhD program is the full authority of the GS of the UG Faculty to which the applicant's main supervisor pertains. In case of doubts, contact the Representation.