

APPLICATION INSTRUCTIONS – CONACYT FULL PHD 2023

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”). Applicants to the Graduate School of Medical Sciences should read the information available on www.groningenbiomed.com/conacyt.

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 2023

The 2023 CONACYT call “*Becas al Extranjero para Estudios de Posgrado 2023*” requires that candidates upload information from the relevant Groningen Graduate School and/or supervisor(s). 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.

Relevant dates

- Publication: 27 February, 2023
- Call open / Document reception: 2 May, 2023
- Deadline: 9 June, 2023
- Correction period: 12 - 30 June, 2023
- Result publication: 18 August, 2023
- Start date: 21 August 2023 - 27 March, 2024

*Note that a realistic start date is four months after the publication of the results, January 2024.

1. General requirements involving Graduate Schools and Supervisors

- 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.)

Ad a) GS are recommended to contact the Representation for a template Letter of Acceptance.

The LoA cannot establish conditions to acceptance other than the allocation of financial resources by CONACYT.

The LoA needs to specify a name to the PhD program in which the candidate will be registered. We suggest the phrasing “**PhD at the Graduate School of [NAME OF GRADUATE SCHOOL]**”¹. Applicants may ask the Representation for an Annex letter that provides further clarification on the Dutch PhD system, once they have obtained a LoA from the GS.

2. Specific requirements for students

- a. Letter waiving tuition fees
- b. Fill out the program structure online (field: “*Estructura curricular del programa de estudios*”)
- c. Prepare a letter of motivation/explanation about the relevance of the project for when they return to Mexico (“*Carta de incorporación al país*”)
- d. Other general and personal documents from the applicant.

Ad a) UG has a general agreement with CONACYT in which the University waives all fees and/or bench fees. The Call suggests that applicants may upload a *print screen* of the web page in which fees are listed. Due to the agreement between UG and CONACYT, this is not allowed for UG. Instead, applicants should request a fee waiver letter with the Representation, after obtaining the LoA from the GS.

Ad b) A PhD in The Netherlands is output-based rather than course-based, with a flexible approach to the courses you 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 ambitions for personal development. In order to obtain the Course Certificate of the Graduate School you need to take 30 ECTS² of courses, only a couple of these are obligatory. In The Netherlands, the completion of coursework is not a hard 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!) for each semester. Consult the Coordinator of the relevant GS (via the Representation) to obtain an overview of relevant PhD courses.
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).

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

More information can be obtained by contacting Mr. Luis Andres Gonzalez Gutierrez, Representative of the University of Groningen in Mexico, at l.a.gonzalez.gutierrez@rug.nl

¹ 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 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.

² https://en.wikipedia.org/wiki/European_Credit_Transfer_and_Accumulation_System