



MINISTERIO
DE CIENCIA, INNOVACIÓN
Y UNIVERSIDADES



CSIC
CONSEJO SUPERIOR DE INVESTIGACIONES CIENTÍFICAS

CONVOCA

Applicant's guide

PhD positions linked to “Severo Ochoa” and “María de Maeztu”
excellence centers and units, calls CEX2023 and CEX2024

Access the platform CONVOCA

1. Go to <https://www.convocatorias.csic.es/convoca/>
2. If you have a Spanish digital signature, an EIDAS-compatible one, or Cl@ve ID, you can sign in through the link on the right.
3. If you do not have a Spanish digital ID, and this is not your first login, use the link on the left
4. If this is your first time, or you want to recover previous data, please sign in and follow the instructions

App structure

Solicitud de PIX 2025 PERSONAL DETAILS OF THE APPLICANT

Control actions

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All Fields marked with * are mandatory

* Surname: Second Surname: * Name: Type of ID: Passport-number:

* E-mail: * Confirm E-mail: * Telephone: Alternative telephone:

* Date of birth (DD/MM/YYYY): * Gender: * Nationality: * Do you have a disability >=33%?:

Applicant data Residence

* Country: * Province/State/Region: * Zip Code:

* City: * Address:

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Navigation menu

Personal data

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All Fields marked with * are mandatory

* Surname:	Second Surname:	* Name:	Type of ID: Tax ID	Passport-number:
<input type="text"/>	<input type="text"/>	<input type="text"/>		
* E-mail:	* Confirm E-mail:	* Telephone:	Alternative telephone:	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
* Date of birth (DD/MM/YYYY):	* Gender:	* Nationality:	* Do you have a disability >=33%?:	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Applicant data Residence				
* Country:	* Province/State/Region:	* Zip Code:		
<input type="text"/>	<input type="text"/>	<input type="text"/>		
* City:	* Address:			
<input type="text"/>	<input type="text"/>			

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Some personal data are automatically filled in

The fields marked with an asterisk are mandatory



CSIC

Responsible declarations

You must accept all
responsible declarations
to proceed

Solicitud de PIX 2025 PRIVACY POLICY

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Protection of personal data

In compliance with Law 3/2018 of 5 December on the protection of personal data, we inform that the personal data contained in the application forms will be incorporated into a file for treatment, with a purpose of managing and evaluating them.

Your personal data will be retained by the CSIC for historical, statistical or scientific aims and may be communicated to other public authorities with the same purpose.

Likewise, you authorize the communication or transfer of such data to the following entities: the State Agency CSIC, in compliance with existing regulations, may communicate their personal data to the grantors of aid or grant and **to those which are necessary in order to comply with its obligations to the Agency resulting from a call**. Such information shall be communicated also to the Ministry of Science and Innovation, budgetary control purposes, as well as the General Comptroller of the State Administration and the Court of Auditors, when required by them for the purposes of financial control. Finally, in the context of conducting your personal data may be communicated to the agencies and public institutions responsible for them.



By completing this form, you expressly authorize the CSIC State Agency to collect, treat and transfer their personal data only for the purposes described above.

You are informed that they may exercise their rights of access, rectification, cancellation and opposition under the Act, by writing to the agency responsible for the file.

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CSIC

Master's degree data

Information on Master's Degree, or equivalent degree granting access to PhD studies

- Spanish Licenciado, Arquitecto or Ingeniero
- Spanish Grado with more than 300 ECTS credits
- Spanish official Master's Degree
- EHEA degree, level EQF7
- Non-EHEA degree equivalent to Spanish Master's (MECES3)

Solicitud de PIX 2025 MASTER'S DEGREE OR EQUIVALENT

All Fields marked with * are mandatory

Qualification granting access to doctoral studies.

* Country:	
<input type="text"/>	
* University:	* Degree Title:
<input type="text"/>	<input type="text"/>
* Type of degree (2):	* Areas of knowledge:
<input type="text"/>	<input type="text"/>
* End year of degree:	* Average grade (1):
<input type="text"/>	<input type="text"/>

(1) Use comma as decimal separator (example: 8,00)

(2) EQF: European Qualification Framework. MECES: Marco Español de Cualificaciones para la Educación Superior

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CSIC

Bachelor's degree data

Information on Bachelor's Degree, os degree prior to Master's:

- Spanish Grado with 24 ECTS credits
- Other degree, not granting access to PhD studies
- Official degree different to Master's

Optional data.They will be considered as additional merits

Solicitud de PIX 2025 BACHELOR'S DEGREE OR EQUIVALENT

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All Fields marked with * are mandatory

Bachelor's degree or equivalent qualification, obtained prior to the Master's programme.

Country:

University: Master title:

Areas of knowledge:

Master ending year:

Average grade ⁽¹⁾:

⁽¹⁾ Use comma as decimal separator (example: 8,00)

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Documents

Solicitud de PIX 2025 APPLICATION DOCUMENTS

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You must make a single .zip file containing all the documents

IMPORTANT

- DON'T combine all documents in a single .pdf file
- DON'T make a file in aforamt different tan .zip
- DON'T lock the .pdf file with a password
- Maximum file size is 30 MB
- Please review all documents thoroughly. You won't be able to add anything later

The files marked with * are mandatory

A single ZIP file must be generated with a maximum size of 30 Mbytes (1).

Multiple documents must not be merged into one, nor should a PDF be created by merging several original files.

The documents that the ZIP file must contain are the following.

*Photocopy of the ID card/Foreigner Identification Number/Passport [section 3.1.1].

*Authentic copy of the degree granting access to the Doctorate, or a document certifying possession of it [section 4.2.b)].

*Translation of the degree granting access to the Doctorate, when required [section 4.2.b)].

*Equivalence or recognition document of the degree granting access to the Doctorate, when required [section 4.2.b)].

*Official academic transcript of the degree granting access to the Doctorate [section 4.2.c)].

*Translation of the official academic transcript of the degree granting access to the Doctorate, when required [section 4.2.c)].

*Statement of equivalence of grade point averages, when required (2) [section 4.2.c)].

*Curriculum vitae [section 4.2.d)].

*Proof of disability status, if applicable [section 4.2.e)].

*Previous predoctoral contracts according to Article 21 Ley 14/2011, de 1 de junio, de la Ciencia, la Tecnología y la Innovación, if any [section 4.2.f)].

Other supporting documents of merits you wish to include [section 4.2.a)].

Attached files			
Type of document	Name	Date	Action
* Fichero ZIP con todos los documentos	--	--	[Upload File]

Note(1): Name the zip file using the following format: LASTNAME1_LASTNAME2_FIRSTNAME. Example: SMITH_WHITE_JOHN.zip. If you do not have a second surname: SURNAME1_FIRSTNAME.zip.

Note(2): The statement of equivalence for the average grades of university studies completed abroad can be obtained here: https://universidades.sede.gob.es/pagina/index/directorio/Equivalencia_notas_medias/.

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Additional data

Solicitud de PIX 2025 DATA COLLECTION FORM

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Please mark how you got
to know about this call

All Fields marked with * are mandatory

* How did you find out about the CSIC call for contracts for the training of predoctoral research personnel associated with the call for «Knowledge Generation Projects»?

- ☐ Through the staff of the national centers and institutes of the CSIC
- ☐ Through general portals predoctoral contracts
- ☐ Through the CSIC website
- ☐ Through CSIC social networks
- ☐ Through an acquaintance
- ☐ Through The University
- ☐ Others: Write

Additional Information:

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You may add relevant
information here



CSIC

EOI selection

Solicitud de PIX 2025 SELECTED EXPRESIONS OF INTEREST

Click here to
select an EOI



[Añadir nueva Expresión de Interés](#)

 --> Eliminar Expresión de Interés

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CSIC


EOI selection

Solicitud de PIX 2025 Seleccionando nueva expresión de interés

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All Fields marked with * are mandatory

Select the expression of interest you wish to opt for. You can search by the title of the offer, or by the project reference (ex: PID2023-012345OA-I00)

Para añadir una nueva Expresión de Interés debe pulsar el botón: → 

Search field

Título:

Available EOIs

Nº veces seleccionada	Título del Proyecto	Añadir
2	PIX2025 - Prueba ALMG	

Total de registros: 1
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← Select the EOI here




CSIC


EOI selection

Solicitud de PIX 2025 SELECTED EXPRESIONS OF INTEREST

The selected EOI appears here

Nº	Título del proyecto	Operaciones
1	PIX2025 - Prueba ALMG	

[Añadir nueva Expresión de Interés](#)

 -> Eliminar Expresión de Interés

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Use this button to erase
the current EOI and
select a new one


Application submission

How to submit your application:

1. Save it
2. Check the application for errors
3. Make a draft document and check the information therein
4. Submit your application

Solicitud de PIX 2025

SELECTED EXPRESIONS OF INTEREST

Nº	Título del proyecto	Operaciones
1	PIX2025 - Prueba ALMG	

[Añadir nueva Expresión de Interés](#)

 -> Eliminar Expresión de Interés

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CSIC

Application submission

Send application

First confirmation

Once the application is made definitive, please remember that no further changes will be allowed

Please, verify that all the data entered are correct

Cancel

OK

Send application

Second confirmation

If you wish to check your application before making it definitive, the tool "DRAFT" can be used. For this, please return to the previous step by the option "Cancel". The tool "DRAFT" can be found on the top of the application pages (next to the save button)

Cancel

OK

Definitive application

How to make your submission definitive:

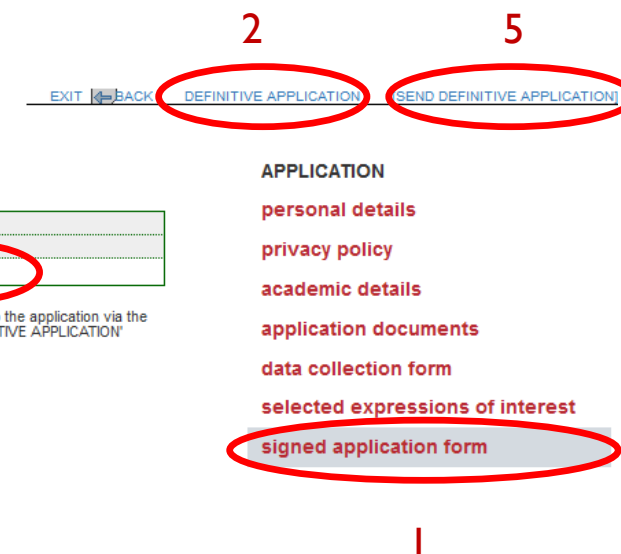
1. Click on “signed application form”
2. Click on “definitive application”
3. Sign the application form
4. Upload the signed application form
5. Click on “send definitive application”

Solicitud de PIX 2025 SIGNED APPLICATION FORM

The files marked with * are required

Signed Application			
Type of document	Name	Date	Action
* Signed application	--	--	[Upload File]

Note: You must click on the link 'DEFINITIVE APPLICATION' to obtain the document that you must, print, sign it, scan it (PDF) and attach it to the application via the 'signed application' section. Subsequently, to close and complete the application process, you must click on the menu option 'SEND DEFINITIVE APPLICATION'



Submission of the definitive application

Send definitive application

Please click on “send definitive application” to confirm your submission

The application will be send definitively, so you must be sure to have printed, signed, scanned (PDF format) and attached properly the document "Definitive Application."

IMPORTANT

This step is mandatory in order to consider the application as legally submitted

Comment:

Cancel

Send definitive application



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