

REGULATIONS GOVERNING POST-DOCTORAL STUDIES AT THE FEUC

(Revised on 16 March 2016)

Foreword

The Faculty of Economics of the University of Coimbra (hereinafter FEUC) is a teaching and research unit of the University of Coimbra. The FEUC is a multidisciplinary unit aimed at developing, disseminating and sharing science and culture, assuming interdisciplinarity as part of its identity. The principle of interdisciplinary cooperation is a key driver of its scientific and pedagogical strategy, of internal organization and external affirmation. Part of its mission is the development of high-quality scientific research, according to the best international standards, in the School's eight scientific areas (Business Administration, Law, Economics, History, Mathematics, Scientific Methods of Management, International Relations, Sociology), including the promotion of teacher and researcher, student and graduate mobility, both nationally and internationally, namely within the European space of higher education and in the Community of Portuguese Speaking Countries. In this context, the FEUC intends to foster post-doctoral studies and research, both inside and outside Portugal.

This regulation governs the activities developed by post-doctoral researchers during their time at the FEUC.

Article 1 | Purpose

This Regulation sets forth the rights, obligations and access conditions for national and foreign doctoral researchers who are conducting post-doctoral research at the FEUC.

Article 2 | Definition

"Post-doctoral studies and research" is a personal research programme, which may take place over a variable period of time, depending on its specificity. With some exceptions, the duration is a minimum of six months.

Article 3 | Entry requirements

1. Applicants to post-doctoral studies and research must hold a PhD degree or equivalent, regardless of nationality.
2. Applications must be sent to the Director of FEUC and to the School of Advanced Studies (eea@fe.uc.pt). Applications may specify a preferential advisor among the FEUC's post-doctoral fellows, or may indicate a post-doctoral fellow of the FEUC who will supervise the applicant's post-doctoral research in case of approval, if subscribed to in advance by the lead researcher.
3. The application form shall include the applicant's *curriculum vitae*, a copy of the PhD degree certificate or equivalent, a structured work plan with a timeline for the duration of the research and other elements that the applicant deems relevant (recommendation letters, publications, *etc.*).

4. The research project must be aligned with the teaching and research activities performed by the FEUC, including projects underway or to be developed in the respective Research Centres/Units.
5. The implementation of the post-doctoral study and research programme is authorized by the FEUC's Director, after hearing the Scientific Council chaired by him.
6. Without prejudice to existing ties, the completion of a post-doctoral study and research programme at the FEUC does not entitle fellows to permanent employment status with the institution.
7. The post-doctoral researcher may be required to pay an enrolment fee fixed each year by the UC's competent bodies, on a proposal of the FEUC's Director.
8. For applying to a post-doctoral fellowship, applicants must submit a request for a letter of acceptance at least one month before the deadline for submission of a fellowship application.

Article 4 | Rights

1. Post-doctoral researchers will be granted the necessary conditions to carry out their work, namely access to the research facilities, libraries and their works. They are also entitled to participate in conferences or other scientific events under the same conditions as FEUC students, and may informally attend seminars or lectures of their interest.
2. FEUC will provide access to the computer room located on Floor 4 of the Research Hall.
3. The post-doctoral researcher will receive a FEUC e-mail account for the duration of the post-doctoral study and research programme.
4. The FEUC post-doctoral researcher will be given an identification card for the UC's Postgraduate Mobility Centre, which allows them to use the network of libraries and restaurants of the University of Coimbra.

Article 5 | Obligations

1. The post-doctoral researcher undertakes to respect the rules and regulations in force at the FEUC, and shall provide all information requested by the administrative services. Furthermore, it shall make responsible use of the materials made available to the community, namely by complying with the regulated rules for the use of the bibliographic collection.
2. At the end of the post-doctoral study and research programme, the researcher shall submit to the FEUC Scientific Council an activity report, accompanied by the supervisor's opinion. If the post-doctoral programme has a duration of 24 months or more, an interim report must be submitted at the end of the first year.
3. The post-doctoral researcher authorizes FEUC to include mention in its reports of the scientific output of the work carried out during the period at the FEUC.

4. All communications, publications or promotional material of the scientific activities resulting from the work conducted by the post-doctoral researcher at the FEUC shall make reference to the FEUC or display the School's logo.
5. Researchers admitted to a post-doctoral study and research programme at the FEUC must participate regularly in the scientific activities developed by their research centre or unit.
6. Without prejudice to other activities that may be proposed and implemented, the post-doctoral researcher commits to hold at least one seminar on the research conducted by the end of the programme.
7. For stays of 12 months or more, the post-doctoral researcher must participate in the organisation of an advanced training course at the FEUC or of a curricular unit of graduate training of one of the degrees offered by the University of Coimbra through the FEUC, either as lecturer or organiser.
8. For stays of 12 months or more, the post-doctoral researcher must submit at least one paper for publication in national or foreign journals with peer review, under the supervision of the scientific advisor. For stays of 24 months or more, the post-doctoral researcher must submit at least two papers for publication in national or foreign journals with peer review.
9. Post-doctoral research fellows must have insurance coverage of expenses resulting from accidents which they may suffer during the research programme.

Article 6 | Entry into force

The revised regulation shall enter into force on the date of its adoption by the Scientific Council of the FEUC (16 March 2016).