

Call ARAID 2025 Guide of Applicants

IF YOU ARE A RESEARCHER SEEKING TO APPLY, YOU MUST FOLLOW THE NEXT STEPS TO FILL OUT THE APPLICATION:

STEP 1:

- To start a new application please click on 'Create new account'.
- Type a username of your choice and enter a valid email address.
- A blank application will be created immediately, and you will receive an email with a password to the email address you indicated at the beginning of the application.

STEP 2:

Use the username you chose, and this said password to accede to the application's sections and edit them until completing the application.

Important! CHANGES MADE IN EACH PAGE WILL NOT BE SAVED UNTIL YOU CLICK ON THE SAVE OPTION, located at the end of each page. You may print a pdf version of your application, by clicking at the above bar on the Create PDF option.

STEP 3:

Please select a Host Institution to fill in the online Expression of Interest Form. You must provide an email of your Scientific Manager at the Host Center of choice. If you do not see your entity / research center of choice, please contact ARAID (convocatorias@araid.es).

STEP 4: Once the application is complete and the Research Manager has uploaded the signed Expression of Interest, choose 'Submit Application' to finalize and send the application for its evaluation. Once submitted you will be able to access your application data until the deadline for submission. It is recommended that you save a pdf version of your completed application before submitting it for evaluation.

Important! During the evaluation process by the experts, the platform will remain blocked, and you will not be able to access your application.

IF YOU ARE THE REPRESENTATIVE OF A HOST INSTITUTION:

The researcher will enter the email that corresponds to their Scientific Manager/Host Institution on the platform during their application. Once the applicant has given that email address, you will receive an email with instructions on how to fill the Expression of Interest Form. Once you fill out the Expression of Interest, make sure to change the status of the Expression of Interest from 'In process' to 'Completed'.

Next, you must generate the PDF of the Expression of Interest (EI), which must be signed electronically by the Research Manager, the administrative position in charge of the host Institution/center and the Legal Representative of the Center. The signed PDF must be uploaded through the corresponding option of the platform. Alternatively, the EI may be uploaded with only the Research Manager signature. However, in this case, the EI signed by all required parts must be sent to convocatorias@araid.es before the deadline for closing the call.

The applicant will not be able to submit his/her application until the signed EI has been submitted.

IN BOTH CASES:

Please, REMEMBER that completing an application requires that the Expression of Interest, electronically signed by the Research Manager, the administrative position in charge of the host Institution/center and the Legal Representative of the Center, has been received by ARAID, either through the platform or in the mail convocatorias.araid.es.

The information you fulfil at the application must be presented in ENGLISH.

If you have any questions or want to report any technical problem, please contact us at: convocatorias@araid.es or by phone at 976515065