



APPLICATION FOR ADMISSION

Doctorate in Biotechnology, Medicine and Biomedical Sciences
(2020-2021)



PERSONAL DATA

1ºLast name: 2ºLast name:
First Name: DNI/NIE/Passport: Date of Birth:
Place of Birth: Nationality:
Address: N°: Apt: Letter
Post code: City / Town: Province:
Telephone: Mobile:
Email:

PROFESSIONAL DATA OF THE APPLICANT

Company: Title:
City: Web:

OBLIGATORY INSURANCE POLICY (Only for those under the age of 28)

Father/Tutor name: Last name:
Mother/Tutor name: Last name:

ADDITIONAL INFORMATION OF INTEREST

ROUTE TO ACCESS THE DOCTORATE PROGRAM, ACADEMIC QUALIFICATIONS AND NAME OF UNIVERSITY

PLEASE INDICATE HOW YOU FOUND OUT ABOUT THE DOCTORATE

Press Media Recommendation:
 Web: Fair:
 Educative Web: Google
 Others, please specify:

ACCESS CONDITIONS

In order to apply for access to the **Doctorate in Biotechnology, Medicine and Biomedicine**, you must meet one of the following conditions:

Have a **Bachelor's degree**:

If the Bachelor's degree consists of **at least 300 ECTS credit** and the study plan did not include competences/contents in research methodology, you will be required to take the following **supplementary training courses**:

- Research Methodology in Biomedical Sciences (6 ECTS)
- Basic Research Techniques in Biomedical Sciences (3 ECTS)

If the Bachelor's degree consists of **less than 300 ECTS**, you must be in possession of an official Master's degree (or have completed at least **60 ECTS at a Master's degree level**). In these cases, the Academic Committee of the Doctorate Program will evaluate your prior knowledge to determine if you are required to take any **supplementary training courses**.

Have a **university degree** and, prior to admission to a specialised medical training course, have successfully completed at least two years in an official degree program within the **Health Sciences**. If your university degree did not include this training, you must be in possession of a Master's degree (or have completed at least **60 ECTS at a Master's degree level**). In these cases, the Academic Committee of the Doctorate Program will evaluate your prior knowledge to determine if you are required to take any supplementary training courses.

Have a Diploma in **Advanced Studies** or **Research Competence**.

Certify an equivalent level of training to those indicated above which qualify for access to Doctorate studies.

DOCUMENTATION TO BE SUBMITTED WITH YOUR APPLICATION FOR ADMISSION

The period for the submission of the required documentation for your application will be open from **February 1 to September 8, 2021**. Only those candidates who submit **complete documentation** will be considered for admission:

- 1 An updated **Curriculum Vitae**
- 2 A **personal motivation** letter indicating your motivations for applying for the Doctorate program.
- 3 **A Research Proposal** explaining the line of research you intend to pursue and a justification for this work. The proposal should include summary, review of the current state of the issue, a clear and precise formulation of the hypothesis and its objectives, a description of the methodology, justification of the thesis in relation to the program, an itinerary and calendar of the research project and a basic bibliography.
- 4 Two **letters of recommendation** from your academic and/or professional field.
- 5 Copy of both sides of your **valid DNI** (valid NIE or passport in the case of foreign students).
- 6 A recent, passport size colour **photograph** in print or digital format with the appropriate quality (JPG).
- 7 **Academic documentation**:

Academic documentation:

If your degree was obtained in an education system part of the EHEA, you must submit a **certified copy***, of both sides, of your **degree or university academic qualifications** allowing access to the Doctorate Program (see section on access requirements) and a **certified copy*** of your **transcripts** (academic record) on a **10-point grade scale**, both translated by a sworn translator in the case these are in a language other than Spanish.

If your degree was obtained in an education system outside the EHEA, you must present a **certified copy***, of both sides, of your duly authenticated **degree or university academic qualifications** allowing access to the Doctorate Program (see section on access requirements) and a **certified copy*** of your duly authenticated **transcripts** (academic record) on a **10-point grade scale**, both translated by a sworn translator in the case these are in a language other than Spanish.

If your foreign university degree is not accredited, you must also submit a **certified copy*** of the **official recognition certificate** of the university of origin and your studies, certifying that both you university and the issued university degree are official in the country of origin and that your studies allow **access** to a **Doctorate Program** in the country of origin.

*In order to evaluate your application, you may submit a simple copy of the academic documents indicated above. It will be necessary, prior to the start of the course, to submit a duly authenticated **certified copy** in order to **matriculate** as a student. The certified copy may be substituted with an **endorsed copy** from the Francisco de Vitoria University solely for internal purposes. For this, it will be necessary to appear in person at the International Doctorate School with the original document and a copy. In the case of studies at the Francisco de Vitoria University, endorsement of the issued documentation will not be required.

8 In addition to submitting the documentation indicated, you will be required to have a personal interview with the Program Director (or the person designated by the Academic Committee), who will issue an evaluation report on your aptitude for the program.

Where to send the documentation

FRANCISCO DE VITORIA UNIVERSITY
INTERNATIONAL DOCTORATE SCHOOL

Ctra. Pozuelo-Majadahonda km. 1,800
28223 Pozuelo de Alarcón
(Madrid, Spain)

eidufv@ufv.es

Information of interest

Given that the number of places is limited, you will be personally notified of the decision on your **admission** to the Program **by e-mail** during the final week of September.

You must renew **your matriculation** annually in order to have the right to academic tutoring for your Doctoral Thesis.

You will have a period of **three academic years of full-time study**, or **five academic years of part time study**, from the moment of admission, to present your Doctoral Thesis. Part-time doctoral studies must receive prior authorisation from the Academic Committee of the Doctorate Program.

To present your **Doctoral Thesis** for consideration you must be matriculated in the Doctorate Program at least for two consecutive years.

Students receiving official notification due to deficient academic performance will not be **permitted to continue their studies**.

ACADEMICS FEES

900 €	Enrolment: this secures a student's enrolment in the Doctorate Program and will only be refunded in the case the conditional admission of the candidate, pending compliance with legal access requirements, fails to meet these requirements prior to October 31.
675 € (75 €/ ECTS)	Supplementary courses: for students from university Master's degree programs other than the Master's degree in Humanities from the Francisco de Vitoria University, if so, determined by the Academic Committee of the Doctorate Program.
1.750 €	Academic tutoring: this must be paid each academic year in order to maintain the academic association with the university and the right to use its academic services.

DECLARATION

It is my wish to participate in the process of admission of the **Doctorate in Biotechnology, Medicine and Biomedical Sciences** of the Francisco de Vitoria University and am aware and accept the information contained in the admissions guide, reservation, and matriculation of the university as well as all fees and payment conditions.

I hereby declare that all information provided in this admissions application and accompanying documents is correct and true. I accept that any errors, falsehood, or misrepresentation of the data contained herein or submitted documents may result in immediate suspension as a student of the Francisco de Vitoria University.

SIGNATURE OF APPLICANT:

DATE:

The controller of your data is the Francisco de Vitoria University (UFV). The purpose of data processing is to **attend to your request for information** about postgraduate programs offered by the UFV, invite you **to university open days, informative sessions** and workshops which may help you **take a decision** on your area of study and to keep you periodically informed of current and future programs which may be of interest by electronic means, in addition to analysis and segmentation based on your education preferences. The legitimacy of data processing is based on the consent of the interested party given by marking the appropriate box. The data provided will not be shared with third parties except for service providers with access to the data. The data will be held for a period of three years from the date of collection. Should you enrol in an academic program, your personal data will be processed as indicated in the data protection information of the registration form. You may exercise your rights to access, correction, deletion, opposition, limitation of processing and data portability by sending a written request to the Secretaria General, Universidad Francisco de Vitoria, Ctra.. M-515 Pozuelo-Majadahonda Km. 1,800; 28223, Pozuelo de Alarcón (Madrid), or by e-mail: dpd@ufv.es.

If you authorise the sharing of data with third parties, the interested party shall be duly informed of the content of this data protection clause.

I DO I DO NOT accept and authorise the processing of my personal data by the Francisco de Vitoria University for the purposes indicated above and to contact me by any means, including electronic communications (SMS, WhatsApp, e-mail or social media), with information about current or future courses or programs of the Francisco de Vitoria University, open days, informative sessions, and workshops as well as reminders of these events.

I DO I DO NOT accept and authorise the processing of my data by the Francisco de Vitoria University for analysis and segmentation in relation to educational preferences.

You may consult the full text at: www.ufv.es/politica-de-privacidad/promo

The Doctorate Program is subject to the enrolment of a minimum number of students. In the event of the cancellation of the Program enrolment fees will be fully refunded.

Apart from the cancellation of the Program, enrolment fees will only be refunded in cases where the candidate does not meet the legal access requirements one month prior to the start of the program and in the case a student visa is denied. In both situations, this must be certified by the student with official documentation indicating one or the other circumstance.