



APPLICATION FORM FOR AUTHORIZATION TO STAY TEMPORARILY AT INCAR FOR EXCLUSIVELY FORMATIVE PURPOSES

Full name:

National Identity Number/Passport Number:

Phone number:

Academic/professional data:

Requests permission for a stay at the Instituto de Ciencia y Tecnología del Carbono, as a member of one of the following categories (tick the appropriate box):

- 1.- Employees of the Public Administration.
(Maximum duration: 2 months)
- 2.- Employees of an organization or company with which a covenant, agreement or contract has been signed.
(Duration: period that the covenant, agreement or contract lasts or is expected to last)
- 3.- University students, licenciates, engineers, architects or university graduates with 300 ECTS credits, university master's degrees (officially recognized) undergoing practical training, or engaged in end-of-masters work or an end-of-studies project, on the understanding that they do not already form part of the research project work groups.
(Maximum duration: 12 months from the date of authorization)
- 4.- Licenciates, engineers, architects or university graduates with 300 ECTS credits, university master's degrees (officially recognized) who wish to attend a course or seminars of a non-theoretical nature, or carry out research work as part of a PhD programme.
(Duration: the time established for its realization)
- 5.- Employees who despite belonging to CSIC at the time of applying are finishing a predoctoral contract and need to extend their stay for reasons of an exceptional nature.
(Maximum duration: 6 months provided that a reasonable justification is forthcoming and that the thesis is defended within the stipulated period of 6 months)
- 6.- Beneficiaries of subsidized programmes who work in other institutions.
(Duration: the time necessary for carrying out the research as long as it is within the time limits set for the programme)

Work or technique to be performed: _____

INCAR research scientist responsible: _____

Duration of the stay requested: from _____ to _____

Together with this application form, the applicant must include:

- An official letter from his/her center or a personal letter from the applicant endorsed by the institution outlining the reasons for the stay (categories 1 and 2).
- Annexes established in accordance with the corresponding collaborative agreement (categories 3 and 4).
- In the case of beneficiaries of financial aid or grantees funded by public or private organizations, either national or foreign, whose application is explicitly endorsed by his/her center, the applicant must provide an official document as proof of the grant awarded in which it is clearly expressed how long his/her stay is expected to last together with the name of the financing body (category 6).

The applicant declares that, should his/her stay be authorized, he/she is aware of, and accepts, the following conditions:



- a) That his/her stay on the premises of INCAR has the exclusively formative aim of specializing, broadening or improving scientific knowledge and experimental techniques and that this does not imply any legally binding relationship with the CSIC, or any obligation on the part of the CSIC to recognize services rendered, or the possibility of receiving payment in the form of money or in kind.
- b) That he/she undertakes, if authorized to use the services of INCAR, to take out an insurance policy at his/her own expense in which he/she figures as the beneficiary and that insures against possible damage that he/she may cause or suffer from his/her stay in and use of the installations at INCAR.
- c) That he/she cannot receive from INCAR payment for travel, accommodation, living expenses or other forms of indemnization for any service, of whatever nature, rendered.
- d) That he/she will not be able to participate in the courses organized within the framework of formation nor is CSIC obliged to pay for his/her inscription for courses of congresses of any type.
- e) That he/she will not be able to access intranet, corporate web applications or corporate electronic mail.
- f) That he/she will not be able to figure as member of a research group in the applications for financial support for projects. That if the name of the beneficiary figures for any reason in the group without previous authorization the researcher in charge of the project will be obliged to remove it and notify the financing body immediately.

In: _____ Date: _____

Applicant's signature

Approval of Principal Investigator

In response to your application of _____ to be allowed to stay temporarily in INCAR for exclusively formative purposes as _____ between _____ and _____ 202 , I hereby accede to grant authorization for this stay.

In Oviedo, _____

The Director,

Fernando Rubiera González