

## FRIA and FRESH – Frequently asked questions

### 1. Procedure

#### 1. Where can I find the key call dates?

Once the call is open, the key dates will be posted on the FNRS website ([www.frs-fnrs.be/en/calendrier-des-appels](http://www.frs-fnrs.be/en/calendrier-des-appels)).

#### 2. I obtained my degree which gives access to a PhD more than 7 years ago, but I did a specialised master's degree (60 credits - ECTS) less than 7 years ago. Am I eligible?

Yes, the FNRS takes into account the following academic records when considering eligibility:

- the type of master's degree worth 120 credits;
- the master's specialization degree (60 ECTS) as related to the seniority of the degree.

#### 3. I have been registered in a doctoral programme for more than 1 year: do I apply for a "1st grant, 2nd year" grant?

Not necessarily: you must apply for a "1st Grant 2nd year" grant if you have actually worked for at least 1 year on your thesis. If this is not the case, apply for a "1st Grant 1st year" grant, this will ensure you are eligible to receive 4 years of funding (2 grants, each lasting 2 years).

Please note: depending on the progress of a candidate's research outlined in the application, a jury may decide to recommend a specific grant for the applicant (1<sup>st</sup> Grant 1<sup>st</sup> year or 1<sup>st</sup> Grant 2<sup>nd</sup> year).

#### 4. I've already worked on my thesis for two years. Do I have to apply for a second grant?

No, this is not possible. Applicants may not apply for a 2nd Grant if they have not previously been granted a 1st grant. In this case, you could apply for a "1<sup>st</sup> grant, 2<sup>nd</sup> year" grant (even if it will actually be your 3<sup>rd</sup> year of studies).

#### 5. Recipients of FRIA and FRESH grants may not carry out any professional activities and may not receive remuneration or salary. I intend to work until the results are announced. Can I request that my scholarship start on a date other than 1 October?

Yes, bearing in mind that unused months at the beginning of the fellowship will not be carried over to the end of the fellowship; you will therefore not benefit from 4 full years of funding.

In some cases, it is possible to reimburse your employer if you are awarded the fellowship instead of postponing the start of the fellowship. You should check with your employer's HR department to find out whether this is possible.

**6. Do I have to register for the PhD at the same time as I submit my application?**

*No, this is not required by the FNRS. However, if you apply to start your grant on 1 October, it is necessary to have already registered for the doctorate by this date, in particular for insurance reasons.*

**7. I have been awarded the grant: can I be reimbursed for my doctoral registration fees?**

*Yes, you need to fill in the appropriate form no later than 15 January following the announcement of the results: [https://www.enseignement.uliege.be/cms/c\\_16443180/en/enseign-plateforme-de-contact-etudiant-uliege](https://www.enseignement.uliege.be/cms/c_16443180/en/enseign-plateforme-de-contact-etudiant-uliege).*

**8. I have not been awarded the grant and do not wish to continue my doctoral studies: can I be reimbursed for my doctoral registration fees?**

*Yes, you need to fill in the appropriate form no later than 15 January following the announcement of the results: [https://www.enseignement.uliege.be/cms/c\\_16443180/en/enseign-plateforme-de-contact-etudiant-uliege](https://www.enseignement.uliege.be/cms/c_16443180/en/enseign-plateforme-de-contact-etudiant-uliege).*

## 2. Referees

**1. I would like to list 2 thesis co-promoters on my application, but I'm not sure where to indicate this information on the form.**

*Unfortunately, only 1 co-promotor can be listed on your application.*

**2. Can a researcher emeritus be designated as a reference?**

*This is not forbidden. However, it is highly recommended that the reference still be (scientifically) active in the field of research.*

**3. Can references from industry and/or agriculture sectors (FRIA) or references connected to the field of research outside the academic sphere (FRESH) come from the academic world?**

*The important thing is that these people express themselves as professionals, not academics. It is quite possible that a reference may hold several roles, for example as lecturers at university, but in this situation, it would be better that they not mention it in their recommendation letter, or at a minimum, they should not use this activity to support their recommendation. Juries are interested in receiving professional advice.*

**4. FRIA call: is it compulsory to provide the contact details of two references from industry and/or agronomy?**

*This is ONLY required if the project has short- or medium-term industrial or agronomic applications (the FNRS mini-guide is not clear on this point, but it is in e-space).*

## 3. Form

**1. What is the difference between the work plan and the PhD work calendar per month?**

*The work plan is a chronological presentation of the different phases of your work. A very brief (and of course descriptive) example: 1 - Reading; 2 - Field study; 3 - Writing.*

*The monthly calendar is the month-by-month presentation of what you are going to do. It can be presented in a table, showing which moments overlap between the different stages (e.g.: November of year 2: end of activity 1, continuation of activity 2 and beginning of activity 3).*

**2. How long (number of pages) should my project be?**

*No minimum number of pages is listed.*

*The project should be a maximum of 4 pages (excluding bibliography), + one page of bibliography + possibly 2 pages of graphs and tables (which may be inserted into the body of the text). So 7 pages max in all. The bibliography must appear after the project (not as footnotes).*

#### 4. Additional documents

**1. My degree entitling me to doctoral studies was obtained abroad: I therefore need to provide the FNRS with an attestation of registration for a doctorate or an attestation of authorisation to register for a doctorate (in addition to my degree). How can I obtain this document?**

*If you are already registered for a doctorate, you can download a certificate of registration from myULiège. If you are not yet enrolled in a doctoral program, complete the ULiège enrolment service online admission form and submit the required appendices by September 11 at the latest: [https://www.enseignement.uliege.be/cms/c\\_9780514/en/s-inscrire](https://www.enseignement.uliege.be/cms/c_9780514/en/s-inscrire)*

**2. My diploma which gives access to a PhD degree was obtained abroad and therefore I must also provide a registration document or a certificate that enables admission to doctoral programmes. My certificate dates from last year, when I applied for the first time for a doctoral grant from the FNRS. Is it still valid?**

*Yes. There's no need to apply for a new certificate from the ULiège registration office.*

**3. I plan to complete my thesis under joint supervision (cotutelle). Where in my FNRS e-space should I download my joint supervision agreement?**

*Nowhere. When applying, the FNRS does not ask for a document relating to joint supervision. It will only ask you for documentation if you are awarded a grant.*

**4. Will my co-promoter be asked to provide a recommendation letter?**

*No, only your promoter will have to write one (which they can upload themselves in the FNRS e-space).*

**5. I don't know where to upload my promoter's recommendation letter.**

*This is normal; your promoter will have to upload it on the e-space when they validate your application. Candidates do not have access to this document.*

**6. I must have the faculty complete the document "ACADEMIC RESULTS AND RANKING CONSIDERING ALL DISCIPLINES", but I graduated from different faculties/universities. How do I proceed?**

*Contact the Faculty Student Administrators (apparitorats) at each university or within each faculty and request that they complete the forms. Once you have all the records, create a single PDF and upload the single document onto your FNRS e-space.*

- 7. I obtained my diploma after the file validation deadline listed on the FNRS e-space. How can I send them my certificate of achievement?**

*You will be able to upload it on a dedicated page at <https://e-space.frs-fnrs.be>, as a follow-up of your application file after the validation deadline has passed and no later than September 30.*

- 8. I can't download my certificate of achievement in the FNRS e-space and I can't try again tomorrow because I only have a few hours (minutes) left before I'm out of time.**

*Contact [e-space@frs-fnrs.be](mailto:e-space@frs-fnrs.be) immediately. Report the problem and attach the documents you wish to upload to the e-space in your email.*