

PROCEDURE FOR NON-RESIDENTS IN THE SPANISH STATE TO REGISTER THE APPLICATION FORM FOR POSTDOCTORAL POSITIONS

Before submitting the application form, Non-residents in the Spanish State must register in a Register of Users operated by the University of Barcelona.

INSTRUCTIONS

1. For you to register as a user, you have to access the link: [University of Barcelona - Register of Users \(ub.edu\)](https://www.ub.edu/insgenct/inici.php)
2. Complete the registration form and confirm via the link in the verification email and you will receive an identification number by email
3. Complete the application form according to the call: <https://seu.ub.edu/documentPublic/download/280460> or <https://seu.ub.edu/documentPublic/download/280479>
4. For you to register in the generic instance, you have to access the link: <https://www.ub.edu/insgenct/inici.php>
5. Click on: Sense certificat digital

The screenshot shows a web browser window with the URL <https://www.ub.edu/insgenct/inici.php>. The page header includes the University of Barcelona logo and the text "UNIVERSITAT DE BARCELONA" and "Instància genèrica". Below the header, there is a section titled "Informació" with a paragraph of text. Another section titled "Identificació" lists three options for access: "Amb credencials UB", "Amb certificat digital", and "Sense certificat digital". A blue arrow points to the "Sense certificat digital" button. The footer contains "© 2018 Universitat de Barcelona" and "Avis legal".

6.

7. Complete this access form with your identification type (DNI/NIE/Passaport), your identification number and your email address and click on enter.

The screenshot shows the 'Access' page of the University of Barcelona. At the top right, there are language options: 'Català', 'Español', and 'English'. The university's logo and name 'UNIVERSITAT DE BARCELONA' are on the left. A link 'Not registered yet? Sign up here' is visible. The main form is titled 'Register of Users details' and contains three input fields: 'Identification type' (a dropdown menu), 'Identification number' (a text box), and 'Email' (a text box). A blue 'Enter' button is located at the bottom of the form. The footer of the page reads '© 2021 Universitat de Barcelona'.

8. Complete the form (instancia generica) and attach the application form, curriculum vitae, motivation letter and any other documents requested you in pdf.

Destinació

Àmbit

Recursos humans

Subàmbit

Personal d'Investigació

- 9. Send the form (instancia generica) and you will receive a register number.
- 10. It is very important to include in the DETAILS OF REQUEST the code that appears in the title of the project, which contains the acronym "FBG".

Details of request

I state:

Nº XXXXXXXXX-XXXXXXFBG