



CDD POST-DOCTORAL

PROCEEDINGS

- The Research and Transfer Directorate (DRT) launches a call for applications each academic year (in June).
- The post-doctoral applicants can contact the DRT Secretariat (Nathalie Sallei by telephone: + 33 4 20 20 21 71) to know the application process or visit the University website (<http://www.univ-corse.fr>).
- The DRT secretariat receives and records the files (complete files received within the application deadline)
- The DRT secretariat sends the application files to the laboratories.
- The applications are examined by the laboratories, which suggest a pre-classification to the scientific Council. They are then transmitted to the DRT secretariat.
- The scientific Council decides on the award of the (incoming and outgoing) fixed-term contracts.
- The DRT secretariat informs the successful applicants as well as the HRM.

CONCERNING THE SUCCESSFUL FOREIGN POST-DOCTORAL RESEARCHERS HOSTED IN THE UNIVERSITE DE CORSE (ENTRANCE REGISTRATION BY THE INTERNATIONAL RELATIONS OFFICE)

a) For European Union citizens (except Bulgaria and Romania)

- The DRT secretariat sends the foreign post-doctoral researcher data to the International Relations Office (BRI), which sends a pre-hosting e-mail to the future post-doctoral researchers to inform them of the existence of the BRI, and helps him/her in the administrative procedures related to his/her stay.
- The DRT secretariat sends the completed hosting agreement, signed by the President of the Université de Corse and certified by the stamp of the institution to the post-doctoral researcher's foreign residence. He/She will then sign it and send it back to the DRT.
- Upon arrival, the post-doctoral researcher will have to provide the BRI with a copy of his/her identity card.



b) For European Union citizens from Bulgaria and Romania and non European Union citizens

- The DRT secretariat sends the foreign post-doctoral researcher data to the International Relations Office (BRI), which sends a **pre-hosting email** to the future post-doctoral researchers to inform them of the existence of the BRI, and helps them in the administrative procedures related to their stays.
- The DRT secretariat sends the completed hosting agreement, signed by the President of the Université de Corse and certified by the stamp of the establishment and the official stamp of the Prefecture.
- The DRT secretariat sends the hosting agreement bearing both official stamps to the post-doctoral researcher's foreign residence. He/She will then sign it and be able to undertake the necessary steps with the French consulate to obtain the visa.
- Upon arrival, the post-doctoral researcher will have to provide the BRI with a copy of his/her visa.

CONCERNING THE SUCCESSFUL POST-DOCTORAL RESEARCHERS SENT ABROAD (OUTGOING REGISTRATION BY THE BRI)

- The DRT secretariat sends the outgoing post-doctoral researcher data to the BRI and sends an **email** to the future post-doctoral researchers to inform them of the existence of the BRI, and help them in the administrative procedures related to their stays abroad (*drafting of a vade mecum of the post-doctoral researcher abroad*).