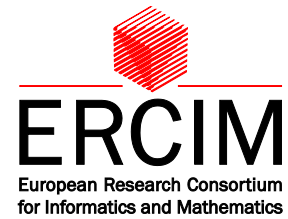




ERCIM "ALAIN BENSOUSSAN"
FELLOWSHIP PROGRAMME



Application guide

This guide explains the principles of the “Alain Bensoussan” Fellowship Programme. This is a post-doctoral fellowship programme managed by ERCIM.

ERCIM Member institutes: <https://www.ercim.eu/about/members>

Subject areas: Informatics, Mathematics, Computer Science.

Contact: fp-info@ercim.eu

ABOUT

ERCIM, the European Research Consortium for Informatics and Mathematics, manages a postdoctoral programme, the ERCIM “Alain Bensoussan” Fellowship Programme, to foster collaborative work within the European research community.

The ERCIM “Alain Bensoussan” Fellowships are granted for a period of one year in an ERCIM member institute. During the fellowship stay, the postdoctoral fellows also receive support for research exchange(s) at ERCIM institutes and participation in conferences throughout Europe and the world. An extension of the duration may be possible (up to one year), on request of the hosting organisation.

Since its inception in 1991, over 800 fellows have benefited from the programme. The ERCIM “Alain Bensoussan” Fellowship Programme has enabled bright young postdoctoral scientists from all over the world to work on challenging researches within ERCIM member institutes.

You can only apply online, within the specific deadlines, by submitting the required documents. To access the application form, an initial registration to the system is required at <https://fellowship.ercim.eu/home/register>.

After registration, you will need to activate your user account. A dedicated link will be sent to your registered email address (please also check your spam box). After this activation, you will have access to the online application form via your ERCIM user online space.

Applications directly sent to the contacts in the host ERCIM institutes or to ERCIM Office will not be taken into consideration.

The programme's calls for applicants are held twice a year, closing on March 31st (New) and September 30th. The application form is opened about one month prior to the application deadline.

Applications can be submitted when all required information is complete. The interested applicants should send via the online system:

- a detailed curriculum vitae;
- a list of publications;
- two scientific papers in English
- contact details of two referees.

As an option, a link to a self-presentation video and reference letter can be added.

Please note that the submission of your application can not be sufficient to enter the evaluation process. An application is only regarded as complete once it has been submitted (not only saved) with all the required information and documents. It entails a pre-check by ERCIM Office. Therefore, after submission and before the deadline to apply, you will receive an email confirming the completeness or not of the submission. It is therefore strongly recommended to:

- Submit your application several days before the deadline to correct it and re-submit it, if necessary, before the application closure date.
- Check regularly your email box for looking at the messages sent by ERCIM.

To sum up:

- Please register at <https://fellowship.ercim.eu/home/register>.
- Activate your user account (sent email: [Fellowship - ERCIM] New Account - activation link).
- Complete the online application and submit it.
- Check regularly your email box until the receipt of the ERCIM email with the title: [\[Fellowship - ERCIM\] Application - Completeness check](#).

ELIGIBILITY

Applications are accepted from candidates who meet the following criteria:

PHD DEGREE

You must hold a PhD degree or equivalent at the start of the fellowship, but not necessarily at the time the application is submitted.

Applicants who already hold a PhD degree are eligible if they obtained their PhD degree during the previous eight-year period (prior to the year of the application deadline).

As an example: An applicant with a PhD degree obtained on 1st January 2017 can apply for the September call 2025.

Exceptions to this rule are made for applicants with prolonged career breaks due to parental leave and/or mandatory military/civil service in which case the time of the career break will not be counted. Additional exceptions might be made on a case-by-case basis for extraordinary personal circumstances, such as severe illness. In order to benefit from one of these exceptions, the ERCIM Office must be contacted prior to the application submission. Each career break period request will require justification.

CV

To apply you will have to upload a detailed CV in English, highlighting experience and achievements, including education and employment record (accepted formats: pdf, ps, doc, docx).

Please do not insert sensitive data on it or in any other documents requested.

The following personal data is considered 'sensitive' and is subject to specific processing conditions:

- personal data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs;
- trade-union membership;
- genetic data, biometric data processed solely to identify a human being;
- health-related data;
- data concerning a person's sex life or sexual orientation.

Before submitting your application, the applicant will have to certify this point.

PUBLICATIONS

You must have two research papers accepted for publication or published in an international peer-reviewed journal at the time of the application. You must be one of the author(s) and the papers must be written in English.

The following will not be considered:

- Papers submitted or in preparation not yet accessible to the community
- Patent applications
- Abstract of presentations at conference

In addition to the resume and list of publications, these two papers must be uploaded on the application portal. Only full versions (not only the abstract) are accepted.

NB: The list of publications must be detailed and all the authors of the listed publications must be mentioned.

MOBILITY

The ERCIM “Alain Bensoussan” Fellowship Program is intended to promote international exchange. In order to encourage mobility:

- A member institute will not be eligible to host a candidate of the same nationality.
- A candidate cannot be hosted by a member institute, if by the application deadline for the call, he or she has already been working for this institute (including for PhD or postdoc studies) for a total of 6 months or more, during the last 3 years.

Compliance with the mobility rule is strictly interpreted. Physical mobility in the host country is mandatory. Consequently, it is not possible to start this programme remotely or to work remotely outside the host country for the duration of the fellowship.

OTHER CONDITIONS

HOST ORGANISATION

In the application form, you will have to select at least one favourite host organisation (up to four) among the ERCIM Members. This (these) choice(s) will have to be carefully motivated. You will have to provide concrete and specific reasons tailored to the institute of your choice, avoiding vagueness or generic statements. **Your justification should authentically convey your eagerness to join this institute. Moreover, highlighting the alignment of your expertise with their research and identifying potential collaborators will significantly enhance the appeal of your application.**

There is no priority given to favourite institutes when you are selecting more than one organisation. Your application is also valid for other potential hosts, not mentioned as favourite. To exclude a potential host, you have to explicitly deselect it on the application form.

As an example: A Swedish applicant deselects CWI and selects NTNU as a favourite institute. The applicant can receive a grant from INESC TEC. Nevertheless, the applicant will not be able to select RISE SICS AB (a Swedish applicant cannot apply for an institution in Sweden) and CWI will not be in the position to select the applicant.

SCIENTIFIC SCOPE

Proposals must be within ERCIM's scientific scope. For the detailed list of topics, see ERCIM scientific fields of competencies: (<https://www.ercim.eu/activity/expertise>).

In the application form, the candidate must:

- Select up to three main scientific fields and three subtopics within each scientific field.
- Fix the research area for which he/she expects to carry out the post-doc in ten words maximum.
- Describe the proposed research project. It should contain concise information about his/her research intentions (max. 100 words).

Tips for describing the research project

- What do you propose to do?
- What is innovative about the research?
- What are the specific research goals and methodologies?
- What is important or significant about the project?
- Why do you want to undertake this project?
- How will your project help further your academic or professional development?
- What are your qualifications for carrying out this project?

TWO REFEREES (MANDATORY)

You will have to give the contact details of two referees. The evaluators, if needed only, will contact them.

LETTER OF RECOMMENDATION(S) (NOT MANDATORY)

If you wish, you can upload one document with letter(s) of recommendation (not mandatory). In such a case, the author should be individual(s) who can best speak to your ability to carry out your project. Your intellectual and professional preparation should be discussed. The letter(s) must be written in English and signed. If there is more than one letter, these documents must be uploaded as a single document.

The letter of recommendation is not supposed to be an acceptance letter from the potential host.

LINK TO A VIDEO PRESENTING YOURSELF (NOT MANDATORY)

You have the opportunity to present yourself and your research with a short (one minute) video. A simply recorded video with your webcam and uploaded to YouTube, for example, would be just fine. This is not mandatory but the potential host would appreciate to see who you are and what you would like to do during your fellowship.

RE-APPLICATION

is permitted but the fellowship is restricted to two terms. Only one reselection is possible. In case of reselection, the applicant can't be hosted by the same host organisation than the previous one.

APPLICATION AND SELECTION PROCESS

The applications are evaluated by scientists from ERCIM Institutes. After the confirmation by the evaluator that the applicant's research area of interest matches with his/her scientific fields of expertise and is a strategic research area of the member institute, the evaluator will proceed to an online evaluation. The ERCIM Fellowship is targeted at the most promising researchers from all around the world. The primary selection criterion applied by all ERCIM evaluators is therefore scientific excellence. The evaluator will consider in particular the scientific expertise of the applicants and the quality of the scientific publications. He/she will also evaluate if the relevance of the research project fits with the research agenda of the host organisation. In addition, the previous mobility and/or professional experience(s) will be taken into account.

TIMELINE (TIMING IS APPROXIMATE)

- Submission to cut-off date: The candidates having submitted an application will receive a message from ERCIM Office confirming the eligibility (or not) of the application.
- **0-5 weeks** after cut-off date: Application evaluation.
- **6-8 weeks** after the cut-off date: Pre-selection by the host organisations. The number of allocated fellowships will be determined and the pre-selected candidates will be ranked by priority order. The number of pre-selected applications is usually twice the number of available fellowships in each round.
- **9-10 weeks** after the cut-off date: Selection decisions made internally at ERCIM. The Fellowship Programme contacts will confirm the selection.
- **11 weeks** after the cut-off date: Notification sent to the applicants with their status (selected, waiting list, not selected).
- **12-13 weeks** after the cut-off date: Replies sent by the candidates confirming their decisions to be granted or not. In case of refusal, the ERCIM Office will contact applicants on the waiting list.
- When no more fellowship can be allocated, ERCIM Office closes the call.

Successful applicants in the Spring Selection Round of the year are supposed to start their fellowship between April 1st and October 1st of the same year. Successful applicants in the Autumn Selection Round must start their fellowships between October 1st and April 1st of the following year. For practical reasons, fellowships always start on the 1st day of the month.

EQUAL OPPORTUNITIES

ERCIM is committed to equal opportunity and diversity. Researchers wishing to obtain a fellowship within this programme do not suffer any discrimination based on race, skin color, religion, sex, nationality, origins, age, marital status or disability.

PRIVACY POLICY

Privacy protection is of a particularly high priority for us. Our FP privacy policy can be found at <https://fellowship.ercim.eu/home/privacy>. You will have to read and accept all the terms of the FP Privacy before applying.

BENEFITS

FELLOWSHIP DURATION

Fellowships are awarded for a period of 12 months. An extension can be requested by the host organisation a few months before the end of the fellowship. The extension is limited to 12 additional months.

TWO TYPES OF CONTRACTS

The fellows are appointed for 12 months either by a stipend (an agreement for a research training programme) or a working contract. The type of contract and the monthly allowance (for stipends) or salary (for working contracts) depend on the hosting institute ([see table](#)). The money received by the fellow might be subject to taxation.

It should be noted that the stipend (Fellowship Agreement) does not constitute a contract of employment. As such, for instance, no contributions are made, on behalf of the fellow, in respect of unemployment insurance or either state or private retirement schemes. The fellow will not, therefore, be entitled to any unemployment or retirement benefits under the Fellowship Agreement.

This allowance/salary will be transferred to the fellow's personal bank account (with an IBAN and a Swift code).

The fellowship is strictly limited to the Fellow.

INSURANCE

For **WORKING CONTRACTS**, the fellow is covered by social insurance according to the national regulation of the hosting country.

For **STIPENDS** the fellow is covered by personal health insurance provided by insurers selected by Campus France, the cost of which is paid by ERCIM-EEIG. The insurance also covers medical repatriation, the payment of a capital in the event of disability or death and a personal civil liability outside the country of origin.

The insurance does not extend to the fellow's family.

The duration of the insurance is strictly limited to the duration of the fellowship.

The fellow will have to conform strictly to the modalities required by Campus France to obtain benefit of this insurance.

Details information on the Campus France insurance available on demand by email.
No remote fellowship (i.e. outside country where is located the host organisation) is permitted.

Specific mention for CNR fellow:

The allowance to be given to the fellow for staying at CNR (Italy) also includes the cost of enrolment in the National Health Service which is mandatory. Therefore, the registration and payment in the National Health Service must be made directly by the fellow on her/his arrival in Italy.

ADDITIONAL ALLOWANCES

Additional allowances, restricted to the fellow only are planned for covering:

- **Costs for travelling to and from the host organisation**
Costs for travelling to and from the host organisation will be reimbursed on the basis of an economic class airplane ticket or first-class train ticket. No moving expenses are allocated. The limit is 500 euros per trip (moving in/moving out).
- **Research Exchange Programme**
Fellows have to spend at least a one-week (5 working days) visit to another ERCIM member institute. ERCIM-EEIG will cover reasonable expenses (including but not limited to: travel, accommodation, meals) up to a maximum amount calculated on the basis of 100 euros per month over the fellowship period.
- **Participation in scientific conference(s)**

The fellow is encouraged to attend and to submit papers to scientific conference(s) during his or her fellowship. ERCIM-EEIG will cover registration costs and travelling expenses up to a maximum sum calculated at a rate of 100 euros per month under the condition that the fellow has an accepted paper at the conference.

This additional allowance can also be used for covering processing fees for Open Access journals.

The fellow will receive some more detailed reimbursement guidelines prior to his/her fellowship.

ANNEX I – ONLINE APPLICATION FORM

Fields with (*) are mandatory

1. Personal information	2. Hosting institute(s)	3. Scientific/research	4. Experience	5. Documents	6. Referees	7. Remarks	8. Save/Submit
1. Personal information							
*First Name <input type="text"/>							
*Family Name (Surname) <input type="text"/>							
*Email <input type="text"/>							
Must be entered accurately to enable us to contact you. Enter only one email address. If you wish to provide an additional/alternative email address, please mention it in the field "Remarks" on the next page.							
*Date of birth <input type="text"/> / <input type="text"/> / <input type="text"/>							
*Place of birth <input type="text"/>							
(city and country as mentioned in your passport; for example: Paris, France)							
*Nationality <input type="text" value="Choose one"/>							
In case of dual nationality, enter your second nationality.							
Second nationality <input type="text" value="Select if applicable"/>							
*Address <input type="text"/>							
Please provide your personal address, i.e. the address where you normally reside and can be contacted. If your current address is different, please indicate it too.							
*Current country of residence <input type="text"/>							
*Phone <input type="text"/>							
*Gender (as stipulated on your identity card/passport) <input type="radio"/> male <input checked="" type="radio"/> female <input type="radio"/> non-binary / rather not say							
ORCID https://orcid.org/ <input type="text"/> xxxx-xxxx-xxxx-xxxx							

*Your possible starting date <input type="text"/> / <input type="text"/> / <input type="text"/>
The fellowship must be started no later than 1 April 2025.
*In which country will you be living at this date? <input type="text"/>
*Please certify <input type="radio"/> I'm in the last year of the thesis work. <input type="radio"/> I hold a PhD or equivalent. Later than 01 January 2016
*Year of PhD award or expected <input type="text"/>
Candidates must have obtained a PhD degree during the last 8 years (prior to the application deadline year), or be in the last year of the thesis work.
*University where you have obtained your phd <input type="text"/>
*Country of the University <input type="text"/>
*Name of your thesis supervisor <input type="text"/>

1. Personal information
2. Hosting institute(s)
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2. Hosting institute(s)

By default your application is valid for all [ERCIM member institutes](#) listed below.

Nevertheless a candidate cannot be hosted:

- By a member institute located in the country of the applicant's nationality.
- By a member institute, if by the application deadline of the call, he or she has already been working for (including PhD studies) this institute for a total of 6 months or more, during the last 3 years. If you are in this case, please deselect the corresponding institute.

For information about the possible hosting institutes, see "[ERCIM members](#)" and follow the links to the homepages of the individual members or contact the [National Contact](#) for the [ERCIM Fellowship Programmes](#).

When a member is a consortium or a funding [organisation](#), the hosting institute might be any of their members or affiliate.

INESC TEC is a large research institute whose main areas of activity are computer science (information systems, artificial intelligence, security, distributed systems, interaction, high performance computing, quantum computing), electrical engineering, communications, robotics, [bioengineering](#) and systems engineering and management.

Please deselect the member you are not interested in.

*Hosts

INESC TEC	<input checked="" type="checkbox"/>
Fraunhofer	<input type="checkbox"/>
IBM Research	<input checked="" type="checkbox"/>
Microsoft	<input checked="" type="checkbox"/>
Google	<input checked="" type="checkbox"/>
Intel	<input checked="" type="checkbox"/>
Cisco	<input checked="" type="checkbox"/>
University of Twente	<input checked="" type="checkbox"/>

Favourite institute(s)

Please motivate your choice by indicating why this institute is interesting and in line with your research area. Please also indicate with whom you have already been in contact about a possible fellowship or with whom you are willing to work with. If you have already identified a research team in an [ERCIM](#) institute willing to host you, we strongly recommend that you ask your prospective host to liaise with the national contact of the [programme](#) or with Emma [Lüs](#) at the [ERCIM](#) Office (for contacts, see <https://fellowship.ercim.eu/information>).

PS: If you have deselected an institute as potential host, do not select it as favourite.

*First choice

*Detailed motivation for selecting this specific institute

Please provide concrete and specific reasons tailored to the institute of your choice, avoiding vagueness or generic statements. Your justification should authentically convey your eagerness to join this institute. Moreover, highlighting the alignment of your expertise with their research and identifying potential collaborators will significantly enhance the appeal of your application.

Second choice

Please select

Third choice

Please select

Fourth choice

Please select

Duration

The duration will be of 12 months in one of the ERCIM hosting institute.

Version 11

10 |
Page

1. Personal information	2. Hosting institute(s)	3. Scientific research	4. Experience	5. Documents	6. Referees	7. Remarks	8. Save/Submit
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Scientific fields

Please select your major areas of interest.

For the detailed list of topics, see [ERCIM scientific fields of competencies](#). You can select up to three main scientific fields and three subtopics within each scientific field.

*Scientific fields 1

Scientific fields 2

Scientific fields 3

Research areas

*Research area on which you expect to carry out your post-doc

(10 words max)

ERCIM is particularly interested in fellows with skills in areas such as: Adaptive Robotics, Agent and Intelligent Systems, Agent-based intelligent systems ...

<ul style="list-style-type: none"> Adaptive Indexing Adaptive Robotics Agent and Intelligent Systems Agent-based intelligent systems Agent based Modelling Algebraic Geometry Associative Algebras Behaviour extraction from human generated data Big Data Cloud Computing Complex Network Analysis Computational biology and bioinformatics Computational intelligence Computer Vision Computing and Statistics Concurrency and programming languages Theory of parallel and distributed computing Constraints Cooperating Objects Data and Information Spaces (DIS) Data and science infrastructures Data classification and clustering Data Management for eScience Database Architectures Dependable Software-Intensive Embedded Systems Design of Service-Oriented Architectures Discrete optimization Distributed Media Systems Dynamical Systems eGovernment (electronic Government and Applications) E-Mobility Environmental Modelling Formal Methods for Industrial Critical Systems Geometric Analysis, Calculus of Variations 	<ul style="list-style-type: none"> Green ICT (or energy efficient computing and communication) Grids, P2P and Services IM2IM - IT and Mathematics applied to Interventional Medicine Image and Video Understanding Information Retrieval Interactive Information Access Large-scale Data Analytics Linked Open Data Machine Learning Media Technology & Edutainment Middleware for Wireless Sensor Networks Models and Logics for Quantitative Analysis Multi-Agent Systems Multicore runtime, memory, and communication systems Multimedia Pattern Recognition Next generation network infrastructures Probability Theory Process Intelligence in Business Informatics Quality of Services Robust ICT infrastructures and services Scalable storage systems and storage technologies Scientific Databases Security and Trust Management Sensor Web Social Data Mining Social Network Analysis Software Engineering for Resilient Systems Software Evolution Stochastic modelling User access to scientific data User media interaction User-centred media design Visual Analytics Visual computing
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*Describe your proposal of research project for your ERCIM post-doc

This description will be used by the evaluators for a preliminary selection, so please make sure that it contains concise and pertinent information about your research intentions.

(max 100 words)

1. Personal information	2. Hosting institute(s)	3. Scientific/research	4. Experience	5. Documents	6. Referees	7. Remarks	8. Save/Submit
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4. Experience

***Scientific background**
Please summarize here your scientific background such as academic achievements (diplomas), research activities (PhD thesis), number of peer reviewed publications (max 30 lines)

***Previous mobility/prof experience**
(max 30 lines)

Patent copyright
Did you contribute to patented and or copyrighted work? If not, leave this field empty. (max 30 lines)

Management
Did you have previously managerial responsibilities (for example as team manager, project manager)? If not, leave this field empty. (max 30 lines)

Career break
Have there been any career breaks in your professional cv? If yes, please explain. (max 30 lines)

Important
Your application will be evaluated by senior scientists at our member institutes on the basis of your CV, list of publications and two main papers in English. These documents must be accessible in the requested format, otherwise your application cannot be processed. Make sure that you provide the full version of your papers (not only the abstract). Take care that the links to the documents remain valid until you receive a notification of acceptance/rejection. Size limited to 8 Mb per file.

When submitting the form, you will receive an automatic reply that your application is registered. This does NOT necessarily mean that your application is accepted. We try to contact you in case of a problem in order to solve it at time. The application deadline is strictly applied and applications that are incomplete by the deadline will be rejected. And because we need some time to check your application and you might need some time to correct it if necessary, **we strongly recommend to apply as soon as possible!**

Note that ERCIM cannot consider files submitted by email !

Do not send any paper copies to the ERCIM office !

1. Personal information	2. Hosting institute(s)	3. Scientific/research	4. Experience	5. Documents	6. Referees	7. Remarks	8. Save/Submit
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5. Documents

Please make sure that the documents provided, including the CV, do not contain sensitive data such as information that reveals the alleged racial or ethnic origin, political opinions, religious or philosophical beliefs or trade union membership and that they also do not include genetic data, biometric data for the purpose of uniquely identifying a natural person, data concerning the health, sex life or sexual orientation of a natural person.

***Cv** No file selected.
Upload your detailed CV in English, highlighting experience and achievements, including education and employment record (accepted formats: pdf, ps, doc, docx)

***Publication list** No file selected.
Upload your list of publications (accepted formats: pdf, ps, doc, docx)

***Paper1** No file selected.
***Paper2** No file selected.
Upload your two main papers in English (accepted formats: pdf, ps, doc, docx). Only full version of your papers (not only the abstract) are eligible.

Letter of recommendation No file selected.
If you wish, you can upload one document with letters of recommendation (not mandatory)

Link to a video presenting yourself
You have the opportunity to present yourself and your research with a short (one minute) video. A simply recorded video with your webcam and uploaded to youtube, for example, would be just fine. This is not mandatory but we would appreciate to see who you are and what you would like to do during your fellowship.

1. Personal information	2. Hosting institute(s)	3. Scientific/research	4. Experience	5. Documents	6. Referees	7. Remarks	8. Save/Submit
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6. Referees

Referee 1

*Referee 1 first name

*Referee 1 last name

*Referee 1 organization

*Referee 1 email

*Referee 1 phone

Referee 2

*Referee 2 first name

*Referee 2 last name

*Referee 2 organization

*Referee 2 email

*Referee 2 phone

1. Personal information	2. Hosting institute(s)	3. Scientific/research	4. Experience	5. Documents	6. Referees	7. Remarks	8. Save/Submit
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7. Remarks

Other remarks

Please enter here anything you would like to tell us that has not been addressed by this form. Remarks are not mandatory and you can leave this field empty.

1. Personal information	2. Hosting institute(s)	3. Scientific/research	4. Experience	5. Documents	6. Referees	7. Remarks	8. Save/Submit
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*How did you know about the ERCIM Fellowship Programme?

☒ I don't remember
☐ I found it on the web
☐ A colleague told me about it
☐ Announcement in ERCIM News
☐ Other

* ☐ I certify that the documents provided, including the CV, do not contain sensitive data such as information that reveals the alleged racial or ethnic origin, political opinions, religious or philosophical beliefs or trade union membership. They also do not include genetic data, biometric data for the purpose of uniquely identifying a natural person, data concerning the health, sex life or sexual orientation of a natural person.

* ☐ I have read and accept all the terms of the [FP Privacy Policy](#)

I agree to be informed about post-doc opportunities outside the current call that may be of interest to me. ☐ Yes, please inform me about relevant post-doc opportunities outside the current call. ☐ No, I do not wish to be informed about post-doc opportunities

For additional information, please contact [fp-info\[at\]ercim.eu](mailto:fp-info[at]ercim.eu). If you encounter a problem while submitting this form, please contact [webmaster\[at\]ercim.eu](mailto:webmaster[at]ercim.eu)