

# REAL COLEGIO COMPLUTENSE AT HARVARD UNIVERSITY



Call for **Faculty Short-Term Visits** at  
Harvard University

**2024 Call**



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## INTRODUCTION

The Real Colegio Complutense at Harvard University (RCCHU) is a Complutense center affiliated to Harvard University (HU) since 1990, under the presidencies of Gustavo Villapalos and Derek C. Bok. It is the result of a special agreement between the Universidad Complutense (UCM, Madrid, Spain) and Harvard University (HU, Cambridge, MA, USA). As part of an expansion project, Real Colegio Complutense (RCCHU) has incorporated four [Partner Universities](#), namely Universidad Politécnica de Madrid (UPM, 2013), Universidad de Alcalá (UAH, 2014), Universidad de Sevilla (US, 2015), Universitat de València (UV, 2015), and Universidad de Oviedo (UOVI, 2022).

RCCHU is the only Spanish *World Class Excellence Center* in the US and has an exclusive relationship with the Ivy League university. It is a non-profit organization, aimed at providing academic, scientific, and cultural cooperation between Harvard University and the Spanish system of Higher Education. It promotes and develops activities in every realm of the knowledge triangle.

In accordance with articles II and IV of the General Establishment Agreement of Real Colegio Complutense, its Academic Council has decided to open the following call for Grants for Faculty for short term visits to work at schools, departments, or research centers at Harvard University.

### 1. PURPOSE

This Faculty Short-Term Funded Visits program is directed to:

- 1.1 Reinforce faculty mobility and academic collaboration with Harvard University faculty, departments, centers, and schools.
- 1.2 Build academic collaborations that can lead to future visiting research fellowships at Harvard.
- 1.3 Preparation of joint applications for competitive research grants.
- 1.4 Research at RCCHU.

## 2. SCOPE

This permanent call offers a fixed sum as contribution to the travelling and staying expenses to Cambridge, to carry out short visits (**from one month to a maximum of six weeks**) at Harvard University during current year. The month of August is not available for funding.

## 3. COVERAGE

Fellows will receive a maximum amount of **\$2,500 per stay**. The sum will be given to the grantee in one payment, upon arrival at RCCHU.

The number of fellowships in each call is limited and they will be conditioned yearly by the budgetary availability.

## 4. REQUIREMENTS

- 4.1 Be full time Faculty (*Catedrático, Profesor Titular, Profesor Contratado Doctor, Profesor Permanente Laboral* or *Ayudante Doctor*) in one of RCCHU's member universities.
- 4.2 Certified academic license for absence during the entire requested period of stay acknowledged by the Department's Director or competent academic authority from the home University.
- 4.3 Acknowledgement of support from Harvard University faculty, department, center, or school for the intended short visit.
- 4.4 Address the application, and documentation through the RCCHU to [rcc@fas.harvard.edu](mailto:rcc@fas.harvard.edu).
- 4.5 Applications must be submitted no later than three months before the intended start date of the visit.

## 5. DOCUMENTS

- 5.1 Application for the travel grant, according to point 4. of this call.

- 5.2 Letter or email addressed to [rcc@fas.harvard.edu](mailto:rcc@fas.harvard.edu) acknowledging the intended short visit at one of the Harvard University departments or schools. The letter or email must be signed by a Tenure or Tenure-Track Faculty member that is willing to serve as the supervisor for the applicant. A Harvard University Faculty Member may only sponsor up to two visitors per year under this program.
- 5.3 A letter signed by the Department's Director or competent academic authority from the home University acknowledging academic license for absence during the entire requested period of stay.
- 5.4 Report describing the scientific background of the Harvard hosting group or department.
- 5.5 Report describing the activities to be developed with the Harvard hosting group and RCC.
- 5.6 The candidate's *curriculum vitae* limited to the last 5 years and a maximum of 6 pages. The *curriculum vitae* must include research project participation, research external evaluation, and thesis supervision.

Only applications which fulfill all the requirements of the call-in due time will be taken into consideration.

We strongly recommend all the applicants to visit the webpages of the U.S. Embassy & Consulate in Madrid (<https://es.usembassy.gov/es/>) and Harvard International Office (HIO) in order to assure the viability of their programmed visit (<https://www.hio.harvard.edu/>). Please take note that short terms visits must follow HIO indications so far visas and [visa waiver program](#) are concerned. You must accept that your entry in US is like a tourist ESTA permit with no Harvard University benefits. Only temporary access to Harvard libraries can be applied.

## 6. SELECTION CRITERIA

Applications will be considered and evaluated by the RCCHU Executive Committee, according to the following criteria:

- 6.1 The quality of the activities to be developed at the Harvard hosting group and RCCHU and its adequacy with the purpose of this call.
- 6.2 The candidate's *curriculum vitae*.

### 6.3 The relevance and suitability of the Harvard hosting group.

The RCCHU Executive Committee will decide on selected candidates throughout the year and on a rolling basis. The above-mentioned decision will be taken considering principles and procedures for an open, merit -and equal opportunity-based process. When considered necessary, RCCHU Executive Committee could request an *online* interview with the candidate.

## 7. OBLIGATIONS

7.1 Promote and participate at least in one RCCHU activity during their visit period.

Immediately notify RCCHU of any grant, scholarship, or funding from any public or private organizations for the same or another visit.

7.2 Submit to RCCHU a report describing all work carried out at Harvard University School or Department during their visit period, no later than two weeks after the finalization of their stay. The report must include a favorable report from the Harvard University School or Department where the fellowship is being carried out. The report must be signed by the Harvard University Faculty Sponsor and must be in official letterhead.

7.3 At any point during the fellowship or after it has concluded, the RCCHU Director may request a report, written in English, describing all work carried out at Harvard University up until that point of the research period. The report must be delivered electronically no later than one week after the request by the RCCHU Director.

## 8. DEADLINE

Applications should be submitted any time **during the current year**, at least three months prior to the start date of the visit.