

How to apply:

Step 1 – Go to ist.pt/connect to create an account and register on the Connect platform. Instructions are available at: <http://ist.pt/si/criarconta>.

Once you have created your account, you will need to fill in your profile details, including your name, date of birth, gender, nationality, ID document and photograph.

Important: You do not need to verify your identity at this stage.

Step 2 – Once you have created your account and completed your profile, go to the admissions portal at:

<https://fenix.tecnico.ulisboa.pt/fenixedu-admissions/applications/create>;

Note: You may stop filling in the form at any time, saving the changes you have made. You can resume filling in the form later.

Step 3 – Select the option “**I want to compete for a tenure-track faculty position (researcher/professor)**” and click “**Next**”;

Step 4 – Select the competition you wish to apply for and click “**Next**”;

Step 5 – Select the competition you wish to apply for and click “**Create process**”;

Step 6 – Complete the information requested and attach the necessary documents, clicking “**Next**” at the bottom of each page until you reach the final page;

Step 7 – After reading the “**Declaration of Honour**”, tick the option “**Confirm and agree**”, followed by “**Review**”;

Step 8 – During the review of your answers and uploaded documents, you can still make changes by clicking “**Edit**”. If everything is correct:

- **Confirm** that the details are correct and
- Select the “**Submit and lock**” option.¹

¹**Important:** Once you have “**Submit and lock**” the application, you will no longer be able to make changes to the data or the documents submitted.

Reference letters:

If the public notice requires reference letters as a mandatory part of the application, you must go to the “**REFERENCE LETTERS**” tab and follow the instructions provided there.

Important: This procedure can be carried out as soon as the application is created and before submitting and locking the application.

Important:

Only applications that have been submitted and locked will be considered.

If you have any questions, please contact: nudi.recrutamento@drh.tecnico.ulisboa.pt