

Application guidelines for the Summer Undergraduate Fellowship Program

Award Year 2025

Applicants should read the guidelines carefully, in particular the eligibility criteria and the objectives of the program. Please consult the Frequently Asked Questions (FAQ) for answers to any queries you might have prior to preparing an application. If you have any questions that are not listed in the FAQ, please contact the Barrié Foundation.

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will be possible as of October 7, 2024.

About the Program

The Barrié Foundation is pleased to announce the call for applications to the **2025 Summer Undergraduate Fellowship Program**.

The **Summer Undergraduate Fellowship Program** (the 'SUFP' or 'Program') is designed to encourage, support, and prepare promising Galician undergraduates to pursue a career in research. Participating students are matched with host institutions according to their stated research interests, and work on research projects under the guidance of faculty mentors.

The following institutions participate in the 2025 call, generously providing their resources to host fellows:

- Division of Medicine, Faculty of Medical Sciences at University College London (UK)
- Division of Infection and Immunity, Faculty of Medical Sciences at University College London (UK)
- Department of Microbiology and Immunology, LSU Health Shreveport (USA)
- Department of Neurology, Massachusetts General Hospital (USA)
- College of Veterinary Medicine, Michigan State University (USA)

Up to **10 fellowships** will be awarded in the 2025 call. Award opportunities are restricted to the field of **Life Sciences**.

The Program runs from **June 23 to August 22, 2025**. The fellowship provides funding to support fellows research, travel, and living expenses during the Program. In addition to the financial award, fellows' benefit from a variety of research and career development seminars designed to enhance the research experience and ensure professional success.

Eligibility Criteria

To be eligible for the Program, applicants must meet the following criteria:

1. Be Spanish citizens.
2. Have been born in or have been a legal resident of **Galicia** for a continuous period of at least two years immediately preceding the application deadline; or have at least one birth parent born in Galicia.

3. Be registered full-time in an undergraduate program at a Spanish University leading to a bachelor's degree in Life Sciences, preferably:
 - Biochemistry
 - Bioinformatics
 - Biology
 - Biomedical Engineering
 - Biomedical Sciences
 - Biotechnology
 - Genetics
 - Immunology
 - Medicine
 - Microbiology / Molecular Biology
 - Neuroscience
 - Pharmacy
 - Veterinary Sciences

Preference will be given to those applicants who are in their middle years of their studies.

4. Have a cumulative undergraduate grade average of 7.0 or higher on a 10 scale at the time of application.
5. Be proficient in the English language.
6. Be willing and able to attend the entire fellowship period, from June 23 to August 22, 2025.

Application Materials

Application to the SUFP is via a two-stage application process.

In Stage-1, applicants will be required to complete an online application form, available on the Barrié Foundation website, and upload the following supporting documents:

List of documents to be uploaded for Stage-1

1. Citizenship documents (national ID and passport.)
2. Recent color passport-size photograph.

3. Applicants born outside Galicia must provide either proof of Galician direct descent (e.g., national ID or passport of both or either parent) or proof of Galician continued residence for at least two years immediately preceding the application deadline (e.g., certificate of registration in Galician Census.)
4. **Proof of enrollment** as a full-time student at an accredited Spanish University.
5. **University degree transcripts to date.** Applicants may submit an unofficial copy of their transcripts in Spanish. Official transcripts issued in English will be required in Stage-2 of the application process.
6. Curriculum vitae (CV), briefly detailing educational and academic background (and work experience, if relevant to the application.) This document should be one to two pages in length, in English.
7. Brief description of your current **research interests** or areas which you would like to explore (150-word limit.)

Applications for Stage-1 are accepted from October 7, 2024, until 1 pm on November 29, 2024 (local time in Spain).

Once your application is submitted, it will go through an initial review process to determine if it meets the eligibility criteria and aligns with the scope of the call.

Applicants will be informed via e-mail about the results of the eligibility check (Stage-1) on December 13, 2024.

Successful Stage-1 applicants will be invited to submit a full application for Stage-2. Please note that only applicants who are successful in Stage-1 will be invited to apply in Stage-2.

Applications for Stage-2 are accepted from December 13, 2024, until 1 pm on February 10, 2025 (local time in Spain).

List of documents to be uploaded if shortlisted for Stage-2:

1. **Personal Statement** that expresses your aptitude and motivation for applying to the SUFP, and your academic plans or research interests. Specific questions include:
 - Why do you want to participate in the SUFP? How does the SUFP align with your career goals? (200-word limit.)
 - How has your coursework and previous lab or research experience prepared you for the SUFP? What personal qualities will make you successful? Give examples and be specific. (200-word limit.)

- Please rank the academic host institutions in order of preference and explain the reasons that influenced your choice. Be specific about why your preferred host institution is most suited for you and how attending your first choice would positively influence your career development. (150-word limit.)
2. **Letters of recommendation** from two academic referees. Applicants are required to invite at least two faculty members to provide them with a recommendation before Stage-2 application deadline. During the selection process, referees may be contacted by the Barrié Foundation if further information is necessary.
 3. **University degree transcripts in English.** At this stage of the application process, all applicants are required to provide the academic transcripts officially issued by the university in English. If the university does not issue transcripts in English, both the original transcript and the English translation must be submitted to the application system.
 4. **Evidence of English language proficiency**, either a copy of an official score report or a scheduled test date. **Expired score reports will be accepted.** Required tests and minimum scores are listed below. Any other test will not be accepted.
 - Test of English as a Foreign Language (TOEFL.) Overall **minimum score of 88**; or
 - International English Language Testing System (IELTS.) Overall **minimum score of 6.5**; or
 - B2 First or C1 Advanced Overall **minimum score of 180.**

Applicants must submit proof that they have scheduled a test date when completing their Stage-2 application. **Final deadline** to meet the **English language requirement** is **March 14, 2025.**

Applicants enrolled in an accredited bachelor's degree program conducted entirely in English (including all teaching, assessments and examinations) are exempted from the English Language requirement. Attested proof from the educational institution will be required, in the form of either transcripts indicating language of instruction or Official letters from the Registrar's Office, certifying that English is the medium of instruction. The exemption will not be granted for distance learning courses, student exchange programs, bilingual degrees, or International Baccalaureate Diplomas.

All applications and supporting documentation must be uploaded to the online application system by deadline. **Incomplete or late applications** will be deemed ineligible and will not be considered.

Selection Process

Applicants are selected through a merit-based process, consisting of three phases:

Stage 1. Initial Review (from November 29 to December 13, 2024)

Once Stage-1 application period closes, all applications will go through an initial review for formal eligibility and alignment with the scope of the call.

All applicants will receive an **e-mail notification of the status of their application** by December 13, 2024. Successful candidates will be invited to submit a full application for Stage-2, which will be evaluated against a complete set of selection criteria. Applications for Stage-2 will be accepted from December 13, 2024, until **1 pm on February 10, 2025 (local time in Spain)**.

Stage 2. Expert Assessment (from February 10 to 24, 2025)

All submitted Stage-2 applications will be assessed by a Selection Committee, comprised of representatives from both the Barrié Foundation and the host institutions. Committee members will individually evaluate and numerically score each application in accordance with the following criteria:

- i. Academic achievements and potential to succeed in a rigorous academic setting, as demonstrated by academic transcripts, English language proficiency, awards, and distinctions (45%)
- ii. Research ability and potential, as demonstrated by the relevance and strength of the personal statement, and related research achievements (40%)
- iii. Teamwork and leadership abilities, as demonstrated by collaborations with peers, supervisors, and students; and letters of recommendation (15%)

All Stage-2 applicants will receive written notification of the status of their application by February 24, 2024. Only shortlisted candidates will advance to the final stage.

Stage 3. Panel Interview (from March 3 to 7, 2025)

Shortlisted candidates will be invited for interview. The interview period is scheduled from March 3 to 7, 2025. Interviews will last approximately 30 minutes and will be conducted in English.

The panel will be comprised of representatives from both the Barrié Foundation and the host institutions. A member of the Barrié Foundation staff will also be supporting the panel administratively.

The purpose of the interview is to enable candidates to demonstrate their commitment to pursuing an academic career; motivation for participating in the Program; ability to adapt to a challenging environment; and potential to become exceptional representatives of Galicia in the international academic community.

After interviews are completed, applicants will be ranked in order of preference by the panel. The decision of the panel will be final and binding.

All candidates will be informed of the outcome of their interview on **March 10, 2025**.

Selected candidates will be asked to accept the offer and provide pending information, if any, by **March 14, 2025**. If a candidate does not accept the award or fails to provide the requested information, an established list of alternates will be used to fill the vacated position.

Program Description

The 2025 Summer Undergraduate Fellowship Program provides an environment for summer fellows to learn how to think; to ask questions and to answer them in the laboratory; to write and communicate; and to plan for a research-related career.

The Program runs for nine weeks, from June 23 to August 22. Host institutions participating in 2025 can be found below:

- Division of Medicine, UCL Medical Sciences
- Division of Infection and Immunity, UCL Medical Sciences
- Department of Microbiology and Immunology, LSU Health Shreveport
- Department of Neurology, Massachusetts General Hospital
- College of Veterinary Medicine, Michigan State University

Summer fellows will be assigned to a specific research laboratory, where a faculty mentor and other members of the laboratory will guide them through the planning and practice of daily research experiments and activities. Summer fellows will be integrated into the daily work of the laboratory, participating in meetings, and gaining exposure to different facets of the laboratory's research. Research hours will be determined by the specific research project

assignment. Mentors will help fellows apply their current skills and knowledge and assist them in making connection between laboratory experience and their academic studies. In addition to laboratory experience, fellows will participate in journal clubs, seminars, and other events.

At the end of the Program, summer fellows will submit a 2-to-3-page scientific manuscript plus a 1-page personal statement about their experience at the host institution.

Timeline

Application opens	October 7, 2024
Stage-1 Application closes	November 29, 2024
Notification of Stage-1 Application results	December 13, 2024
Stage-2 Application closes	February 10, 2025
Notification of Stage-2 Application results	February 24, 2025
Candidate interviews	March 3-7, 2025
Notification to candidates of selection	March 10, 2025
Deadline to accept offer and send pending information	March 14, 2025
Pre-Departure Orientation	March 20, 2025
Program start date	June 23, 2025
Program end date	August 22, 2025

Program Benefits

The Program covers the following items:

General benefits for all summer fellows:

- i. **Visa sponsorship.** Host institutions will grant limited-term visas to summer fellows. While host institutions and the Barrié Foundation will provide summer fellows with supporting documents for visa application, timely securing visa application approval is the sole responsibility of summer fellows. Visa application processes are lengthy – average processing time is 4-8 weeks– and summer fellows should plan accordingly.
- ii. **Health benefit plan.** Summer fellows receive sickness, accident, medical evacuation, and medical repatriation coverage plan for the duration of the fellowship while in the host country.

- iii. **Housing.** Host institutions provide advice on local housing options to each summer fellow. However, it will be the fellows' responsibility to secure their own housing. Summer fellows are encouraged to research local housing markets and secure their accommodations as early as possible.
- iv. **English language test fees, upon receipt of proof of payment.** Summer fellows can only request reimbursement of one test fee. Only tests taken after the application start date will be considered for reimbursement.
- v. **Program activities.** Summer fellows benefit from access to the greater community of academics including visiting scholars plus leading research facilities equipped with cutting-edge instrumentation. Fellows are invited to join working group meetings within their field plus career development workshops specifically designed to equip them to make informed career choices upon completing their fellowship experience.
- vi. **Priority access to graduate programs.** Summer fellows may be admitted to graduate programs (master's and PhD degree) at host institutions after the SUFP.

Specific benefits for summer fellows attending UCL Medical Sciences:

- i. **Living allowance.** Summer fellows are awarded an allowance of €4,100 for expenses related to the Program. These funds are paid in two equal instalments –at the start of the program and in early August– and can be used for relocation and moving costs, as well as for living expenses, and research costs.
- ii. **Travel allowance.** Summer fellows receive a one-time travel allowance of €1,000 for visa application fees as well as for transportation to and from UCL Medical Sciences.

Specific benefits for summer fellows attending LSU Health Shreveport:

- i. **Research stipend.** Summer fellows are awarded a research stipend of \$4,320 (before taxes) at an hourly rate of 12 dollars for 40 hours of full-time work per week, during a period of nine weeks.
- ii. **Living allowance.** Summer fellows are awarded an allowance of €2,000 for expenses related to the Program. These funds are paid in two equal instalments –at the start of the program and in early August– and can be used for relocation and moving costs, as well as for living expenses, and research costs.
- iii. **Travel allowance.** Summer fellows receive a one-time travel allowance of €1,500 for visa application fees as well as for transportation to and from LSUHSC-S.

Specific benefits for summer fellows attending Massachusetts General Hospital:

- i. **Living allowance.** Summer fellows are awarded an allowance of €4,100 for expenses related to the Program. These funds are paid in two equal instalments – at the start of the program and in early August– and can be used for relocation and moving costs, as well as for living expenses, and research costs.
- ii. **Travel allowance.** Summer fellows receive a one-time travel allowance of €1,500 for visa application fees as well as for transportation to and from MGH.

Specific benefits for summer fellows attending Michigan State University:

- iii. **Living allowance.** Summer fellows are awarded an allowance of €4,100 for expenses related to the Program. These funds are paid in two equal instalments – at the start of the program and in early August– and can be used for relocation and moving costs, as well as for living expenses, and research costs.
- iv. **Travel allowance.** Summer fellows receive a one-time travel allowance of €1,500 for visa application fees as well as for transportation to and from MSU.

Award Conditions

In accepting the fellowship, recipients agree to the following conditions:

- i. attend in the pre-departure briefing arranged by the Barrié Foundation;
- ii. provide the required information in a timely manner to the Barrié Foundation so as to ensure the effective administration of the fellowship;
- iii. satisfy all visa requirements determined by the relevant authorities;
- iv. attend all scheduled activities related to the Program. Full-time commitment to the Program is expected for the entire fellowship period. Summer fellows considering any other activity during the Program, must first consult with the Barrié Foundation to determine whether the proposed activity is permissible;
- v. conform to the rules and code of conduct of the host institution and exhibit a spirit of cooperation with the faculty, fellow students, and all members of the institution;
- vi. maintain a clear and direct line of communication with the Barrié Foundation and, in particular, keep the Barrié Foundation informed if:
 - Change your address, even temporarily.
 - Suffer any injury, illness, loss, or damage to your person or property.
 - Become involved in any legal action, actual or threatened.
 - Are absent for more than four days at any one time from the Program;

- vii. remain in the host country (except for authorized absences) during the fellowship period. Fellows have the obligation of notifying the Barrié Foundation of any periods of travel or absence from the host institution during the full term of their fellowship;
- viii. comply with all applicable laws and regulations in the host country, including civil and criminal laws;
- ix. seek approval from the Barrié Foundation before accepting to undertake any part-time employment or internship opportunities outside the program. Fellows must not accept additional funding or any other form of funded award during the program for purposes already covered by the fellowship;
- x. acknowledge the support of the Barrié Foundation and the host institution in reports or other published materials that arises from the research, and other forms of media communication, including media appearances, press releases and conferences; and
- xi. submit, at the end of the fellowship period, a 2-to-3-page scientific manuscript and a 1-page personal statement about your experience at the host institution. Fellows who are unable to complete their reports in time, must contact the Barrié Foundation before the deadline to request an extension.

Failure to abide by any of these terms and conditions could result in:

- suspension or withdrawal of stipend;
- dismissal from the Program; and/or
- repayment of the award in full

Acknowledgment and Intellectual Property Rights

All intellectual property conceived, generated, made or otherwise during the Program shall remain the absolute property of the host institution.

Fellows must acknowledge the support of the Barrié Foundation and the host institution in publications (articles, posters, book chapters, thesis, websites etc.) of any material, whether copyrighted or not, based on or developed under the Program. The following wording should be used when acknowledging support: “This material is based upon work developed under the Summer Undergraduate Fellowship Program at {Host Institution Name} supported by the Barrié Foundation”.

The Program also must be orally acknowledged during all news media interviews, including popular media such as radio, television, and news magazines. Except for articles or papers published in scientific, technical, or professional journals, the following disclaimer must be

included: "Any opinions, findings, and conclusions expressed in this material are those of the author and do not reflect the views of {Host Institution Name} and the Barrié Foundation."

Termination

The Barrié Foundation, acting on behalf of the host institution, has the right to dismiss a summer fellow from the Program at any time, by immediate notice to the fellow in writing, in the event of:

- i. Failure to abide by any of the terms and conditions of fellowship.
- ii. Misconduct, whether in connection with the Program or otherwise.
- iii. Failure to make such progress in the project as is considered satisfactory.
- iv. Exceptional circumstances arising which would render it impossible for the fellow to complete the Program satisfactorily.
- v. Breach of any local law and practices.
- vi. The discovery that the fellow has submitted fraudulent documentation.

In the event of such dismissal, the Barrié Foundation and the host institution shall have no further obligation to the fellow, and the fellow shall be bound to repay the amount that has been paid to under the fellowship, unless the Barrié Foundation has exercised its discretion to exempt the fellow from this condition.

Data Protection

The Barrié Foundation and host institutions may use and share a summer fellow's details for purposes necessary for the administration of the fellowship. By applying for the Program, each applicant agrees (i) to be contacted by the Barrié Foundation by phone, mail, or email; (ii) to provide the Barrié Foundation with a short biography and a photograph that can be published as a way of demonstrating the quality of its recipients; (iii) and that personal data submitted may be processed for the purpose of administering the Program.

General Conditions

The Barrié Foundation and host institutions reserve the right to modify, suspend, cancel, or terminate the Program at any time, in their absolute discretion.

The Barrié Foundation and host institutions will not be responsible for any damage or harm that summer fellows may suffer during their trip to or from the host country or during their time in the host country. The Barrié Foundation and host institutions shall not be liable for any loss or expenses (including airfares) for travel delays incurred by the summer fellow as a result of inaccurate information provided by the fellow, delays in submitting the required forms to the relevant authorities, refusals of authorities to grant a visa to the fellow or any other event not directly attributable to the Barrié Foundation and/or host institutions. By applying for the Program, each applicant agrees to be bound by these Terms and Conditions.

The 2025 Summer Undergraduate Fellowship Program is created, promoted, and funded by the Barrié Foundation. Therefore, the requirements for admission to the Program are set by the Barrié Foundation, exempting host institutions from any liability that may arise from the application of these requirements. In any case, it should be noted that, in accordance with provisions set forth in Law 12/2006, the Barrié Foundation is legitimately entitled to pursue purposes of general interest for Galicia. Consequently, the requirements set out by the Barrié Foundation are consistent, objective and related to such purposes.