Agencia Nacional de Investigación y Desarrollo

Ministerio de Ciencia, Tecnología, Conocimiento e Innovación

Gobierno de Chile

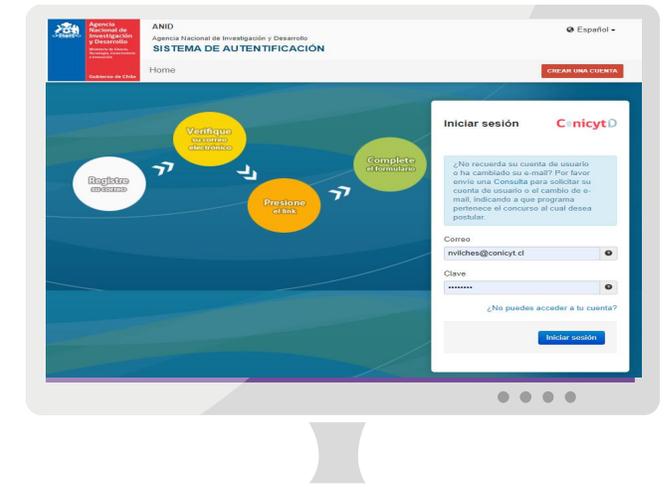**TUTORIAL TO COMPLETE YOUR:**

APLICATION CURRICULUM

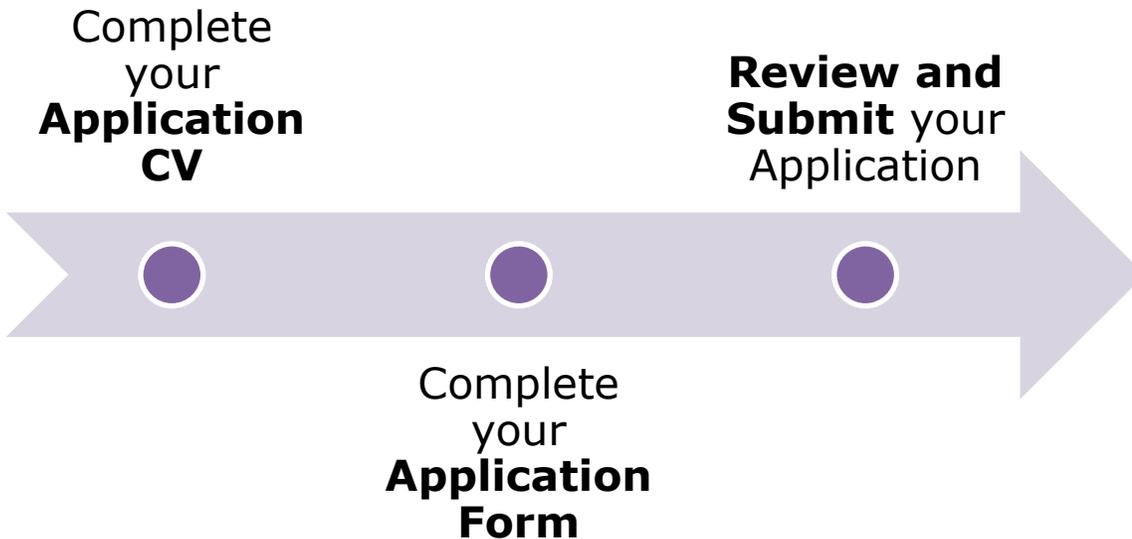Human Capital Department
National Research and Development Agency

HUMAN CAPITAL DEPARTMENT

Last update: 23-03-2023

WHERE TO APPLY?

All applications are made in the **Online Application System (SPL)**:https://spl.anid.cl

You must follow these **3 steps**:

Complete your **Application CV**

Complete your **Application Form**

Review and Submit your Application
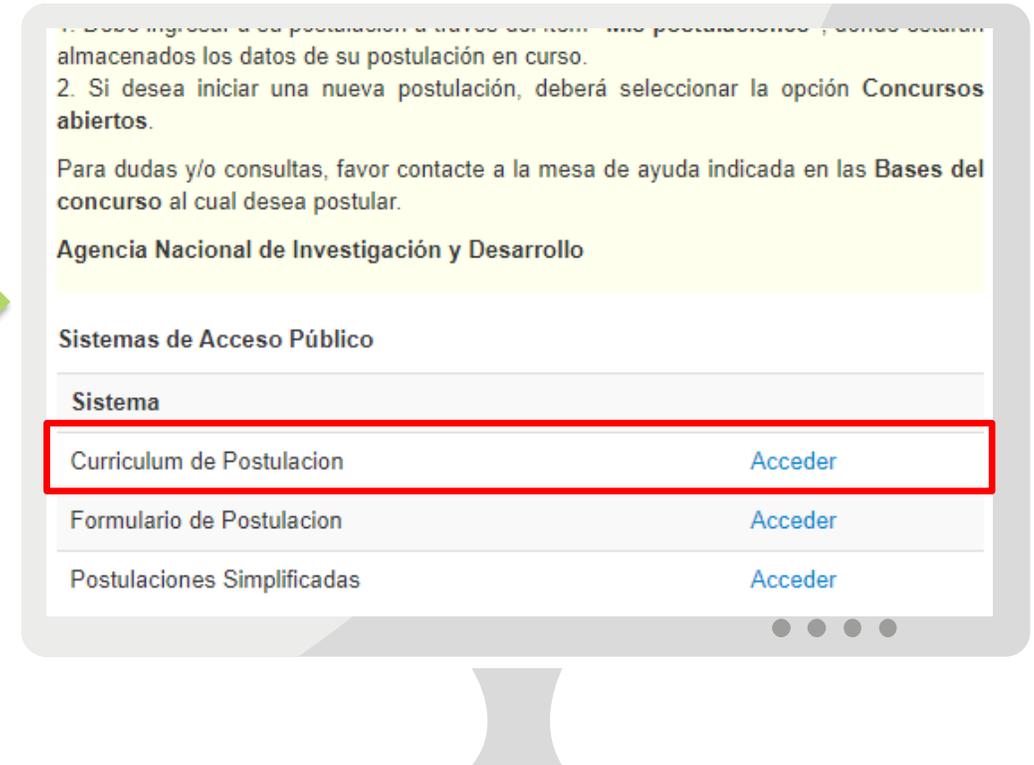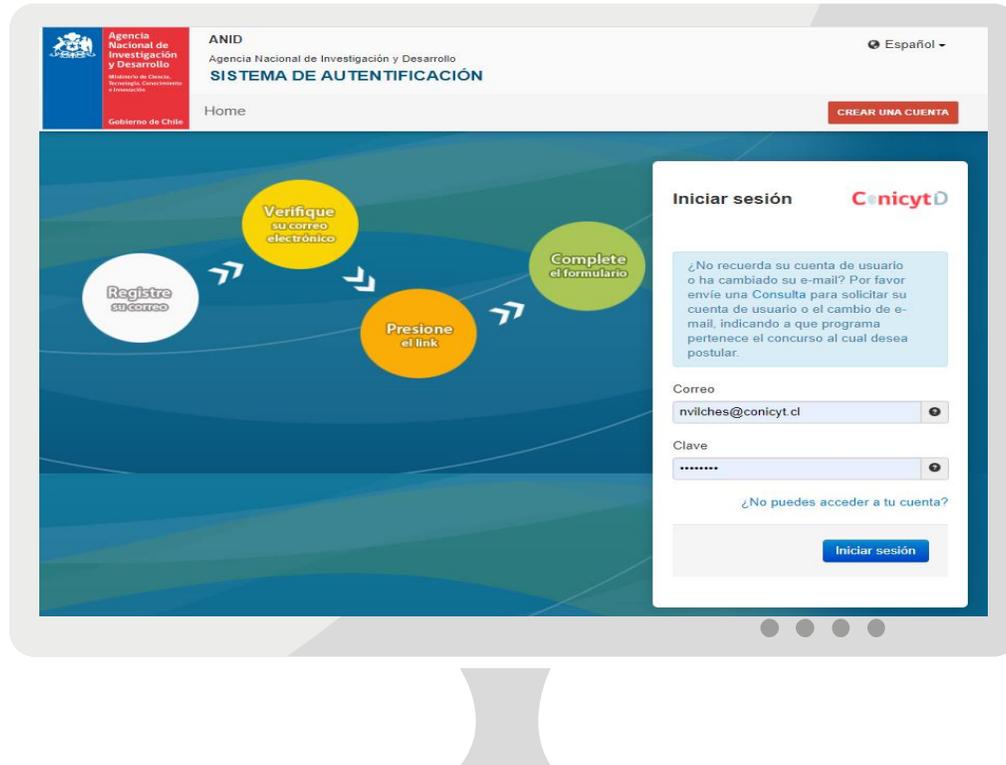
IMPORTANT

- Only **open scholarship contests** have an enabled **Application Form**.

- The information entered in SPL is **declarative**.

- The Application CV is standard and **transversal to all contests**.

- You can **download** both the CV and the Application Form in PDF.

- The fields marked with **(*)** are **mandatory** to complete.

HOW TO ENTER THE APPLICATION CURRICULUM...

Enter to https://spl.anid.cl and log in with your **email** and **password**.

If you are **not registered yet**, enter here.

In the **System** section, access to **Curriculum de Postulación** *(Application Curriculum).*

APPLICATION CURRICULUM SECTIONS

Sections **NOT displayed** in the Application CV in **PDF format**.

Choose the section or subsection you want to explore:

Antecedentes Personales y Datos de Contacto
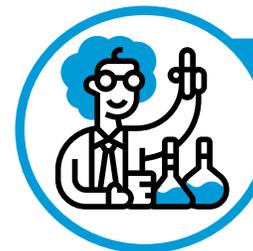*(Personal records and contact details)*

Estudios
(Studies)

Líneas de Investigación
(Research's line)

Experiencia Laboral-Académica
(Work-Academic Experience)

Participación en Proyectos
(Proyects participation)

Participación en Publicaciones
(Publications participation)

Reconocimientos y Premios*
(Acknowledgments and Awards)

Información Socioeconómica
(Socioeconomic Information)

*The Recognition and Awards section will be displayed exclusively for Master's Scholarships for Education Professionals

Antecedentes Personales y Datos de Contacto
(Personal records and contact details)

- If you are a foreign applicant and you don't have a **chilean RUN**, **you must register your passport**.

    ✓ **NOTE:** If you don't have a passport, register your foreign DNI in the Passport field.

- You only have to complete **Tipo de visa chilena/***Chilean visa kind* field if you are a **foreign applicant.**

- If you **complete and authorize** the use of the optional fields: **Nombre Social/***Social Name* y **Género Declarativo/***Declarative Gender* *(which are independent of mandatory registration fields),* the communications with ANID and the evaluation process will respect said identity.

- You **must register** at least 1 address: private, work and/or commercial. **Don't forget to select it by marking the circle.**

- The information you declare in these sections **will NOT be displayed** in the **PDF Printed Application CV.**

Estudios
(Studies)

1. Estudios Secundarios/*Secondary studies*

▪ If your educational establishment **is NOT on the list**, request the upload through **ANID Help** (Indicate: **Name of the campus, Commune and RBD Code**).

▪ If your establishment **does NOT have RBD** and/or it takes time to be charged, **choose any other**.

2. Tipo de Ingreso a la Universidad/*Type of University Entrance*

• If you don't remember your **PAA,PSU** and/or **PTU** results, you can declare your **approximate scores** or contact **DEMRE** by entering here.

6:50 PM

Antecedentes Personales

Datos de Contacto

Estudios

Líneas Investigación

Experiencia Laboral

Participación en Proyectos

Participación en publicaciones

Reconocimientos y Premios

Información Socioeconómica

Estudios

Revise el manual de completitud del currí

Estudios Secundarios

País de Estudios Secundarios (*)

Dependencia del Establecimiento Educacional

Tipo de Establecimiento Educación

Tipo de Ingreso a la Universidad

Tipo de Ingreso a la Universidad

Año de rendición de PAA o PSU

Puntaje NEM

Estudios
(Studies)

3. **Títulos Profesionales /** *Professional Titles*
4. **Grados de Licenciado, Magíster y Doctorado/** *Bachelor's , Master's and Doctorate degrees*

For these sections consider the following

- If your **academic institution** (undergraduate and/or postgraduate) **is NOT on the list**, select **Otra institución/** *Other institution* box **register it manually**.

- If you **don't find** your **study program** (undergraduate and/or postgraduate) ask for it to **ANID Help**.

- If you **did NOT a thesis** in your undergraduate and/or postgraduate studies, complete with **"Not Applicable"**, "**Grade exam**" or similar information.

- You must declare the **Grade Point Average** (undergraduate), on a **scale of 1 to 7 (Chilean).** This mark **must coincide** with the **Final Undergraduate Mark** (highest) indicated in your application documents.

- If you are **regular student** from an undergraduate or postgraduate program **DO NOT** declare that you have obtained the title, degree and/or postgraduate degree.

- If you **do NOT know** the information associated with your **Undergraduate Graduate Ranking** and/or the **Total number of Graduates** from your generation, complete with **"0".**

Estudios
(Studies)

5. Postítulos y Especializaciones/_Postgraduate and Specializations_

- If your academic institution (undergraduate and/or postgraduate) **is NOT on the list**, select the **Otra institución/**Other institution box and register it **manually**.

- You can declare **postdoctoral and postgraduate degrees; specializations; courses; student exchanges** and **internships** (regardless of their modality and duration) and other **training activities** that you consider pertinent to mention.

- If your study program **did not consider a date of obtaining a certification** _(internship, exchange courses, among others)_, declare the same date entered in **Fecha de Termino de Estudios**/_Date of completion of studies_ box.

- You can only register a **max. of 6 postgraduate degrees and/or specializations**. We suggest mentioning the most **relevant** ones.

Líneas de Investigación
(Research Line)

Principales Líneas de Investigación/Main Research Line

Select **Agregar**/Add option and choose the **3 categories** associated with **your line of research**.

For this, consider your work and/or academic career to date.

Líneas Investigación

TECNOLOGIA Y CIENCIAS SILVOAGROPECUARIAS / AGRONOMIA / FISIOLOGIA VEGETAL /

Volver   Cancelar   Seleccionar

Completing this section of the Curriculum is NOT mandatory.

6:50 PM

Antecedentes Personales

Datos de Contacto

Estudios

Líneas Investigación

Experiencia Laboral

Participación en Proyectos

Participación en publicaciones

Reconocimientos y Premios

Información Socioeconómica

Líneas Investigación

Líneas Investigación/Disciplir

Revise el manual de compl

Principales Líneas de

Línea de Investigación

Disciplina Principal de su línea investigación
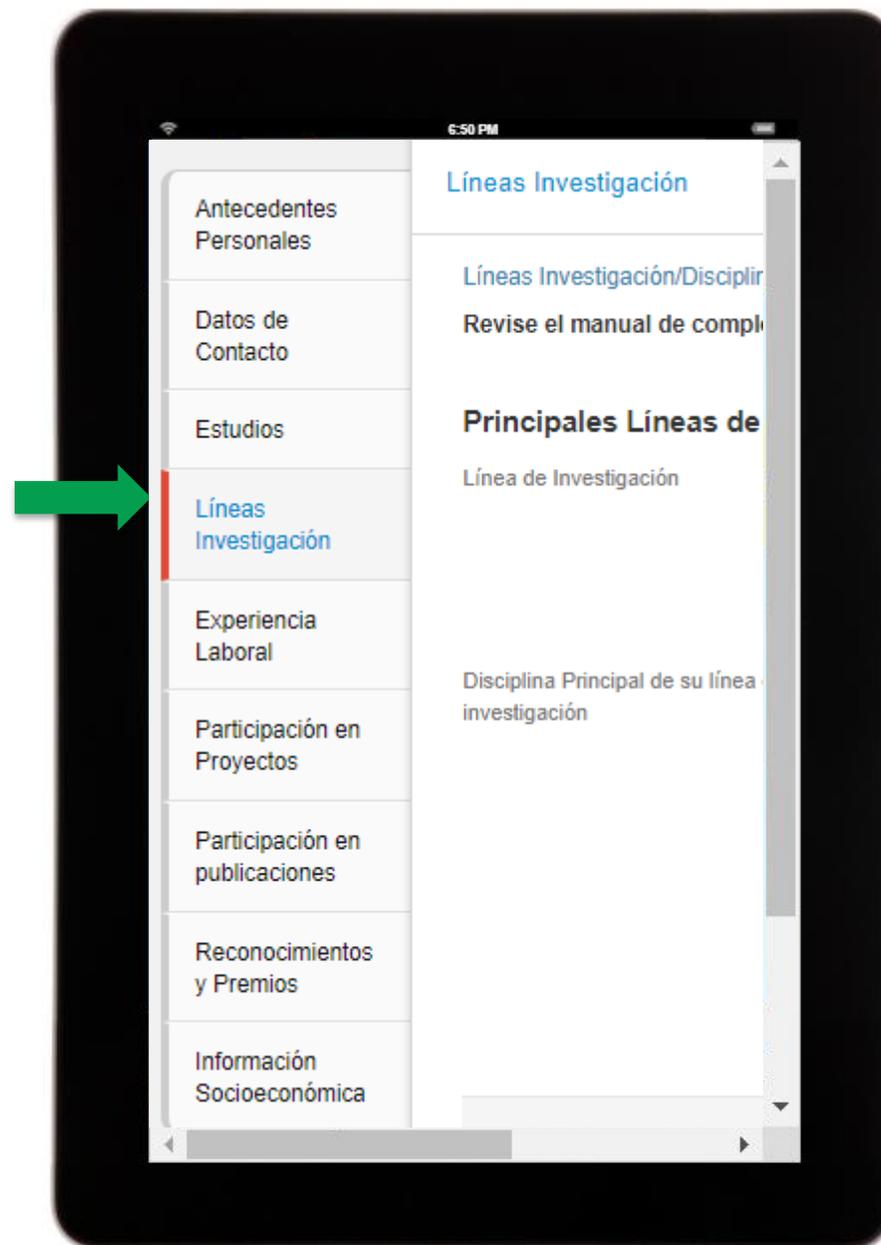
Experiencia Laboral-Académica
(Work-Academic Experience)

Experiencia Laboral-Académica/*Work-Academic Experience*

- If you had work experience **without a direct supervisor**, complete the **information associated** with **"Not Applicable"** or **"Independent work"** or equivalent.

- If your **type of experience/work area** is not within the categories, select the **Otro/**Other box and enter it **manually.**

- To complete **Logros y/o Actividades/***Achievements and/or Activities* section, you have **1000 characters**.

    - **NOTE: Line breaks** and **special characters** counts as **4 characters**. Avoid copying and pasting from a text editor **(MS Word).**

- You can register a **max. of 15 experiences**.

Jerarquías Académicas/Academic Hierarchies

- If you are a teacher at a **higher education institution** and have an assigned hierarchy, declare it in this section.
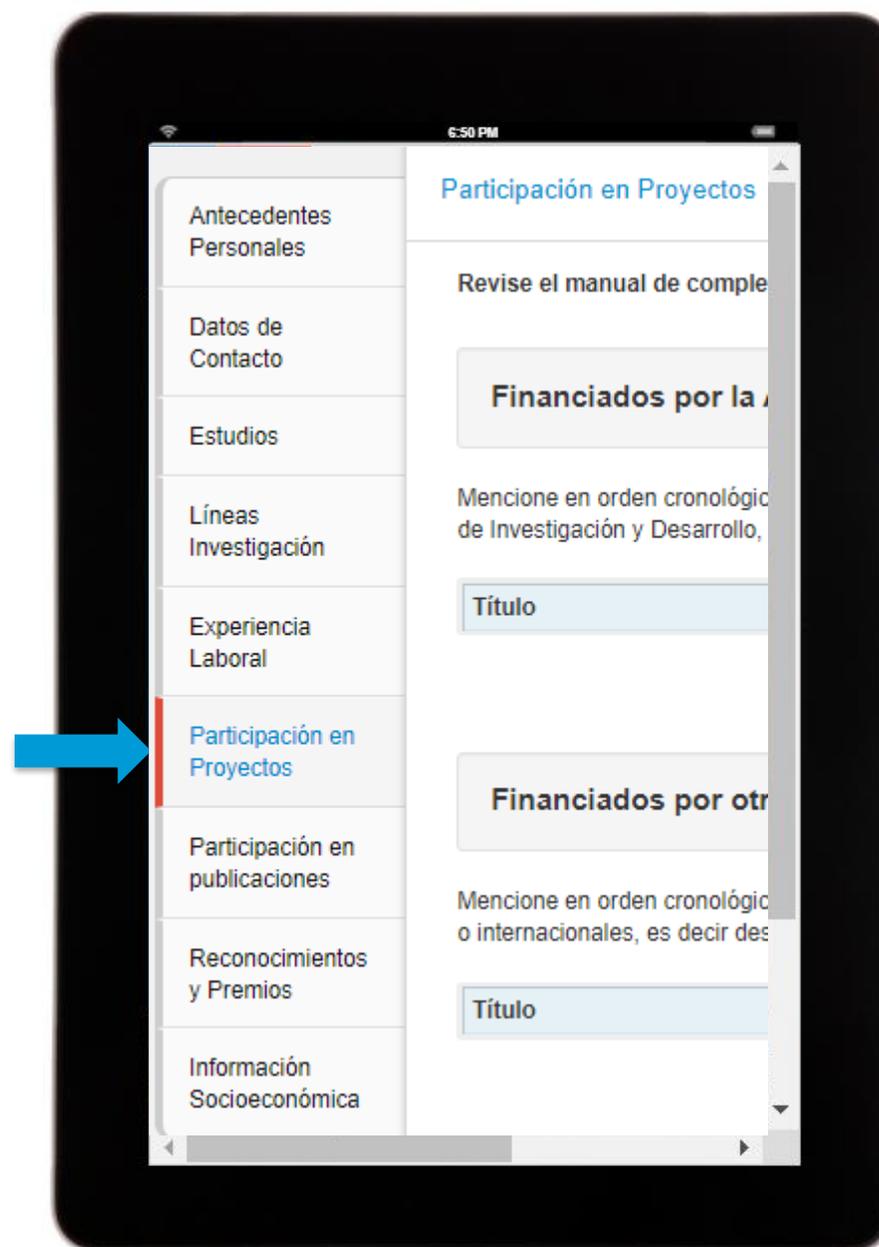
Participación en Proyectos
(Proyects participation)

1. **Financiados por ANID**/*Financed by ANID*

2. **Financiados por Otras fuentes Nacionales y/o Internacionales**/Financed by Other National and/or International Sources

For these sections consider the following:

- Be rigorous when specifying your **role in the project** (eg responsible investigator, co-investigator, among others).

- To detail the Objectives and/or the Purpose of the project, you have **1000 characters**.

- **NOTE: Line breaks** and **special characters** counts as **4 characters**. Avoid copying and pasting from a text editor **(MS Word).**

- If you want to declare more detailed information about the project, we recommend indicating it in **this section**. On the other hand, if you only want to record said participation, you can do so in the **Work-Academic Experience section**.

Participación en Publicaciones
(Publications participation)

1. **Artículos en Revistas Científicas**/ Scientific Journals Articles

▪ Be rigorous in specifying the **authorship in the publication** (eg First Author, Second Author, among others).

▪ Make sure that the **indexing of the publication** is **correct** (eg WoS, Scielo, Latindex, among others).

▪ If your article has **more than 1 indexing** select the **Otro**/Other box and enter them manually (Eg "WOS/Scopus")*.*

2. **Libros**/Books

3. **Capítulos de Libros**/Books Chapters

4. **Presentaciones en Eventos Científicos Nacionales e Internacionales**/Presentations at National and International Scientific Events

▪ You can only declare your attendance at scientific outreach activities if you had an **active participation** as a **speaker** and/or **poster presentation.**

5. **Propiedad Intelectual**

6. **Dirección de Tesis**
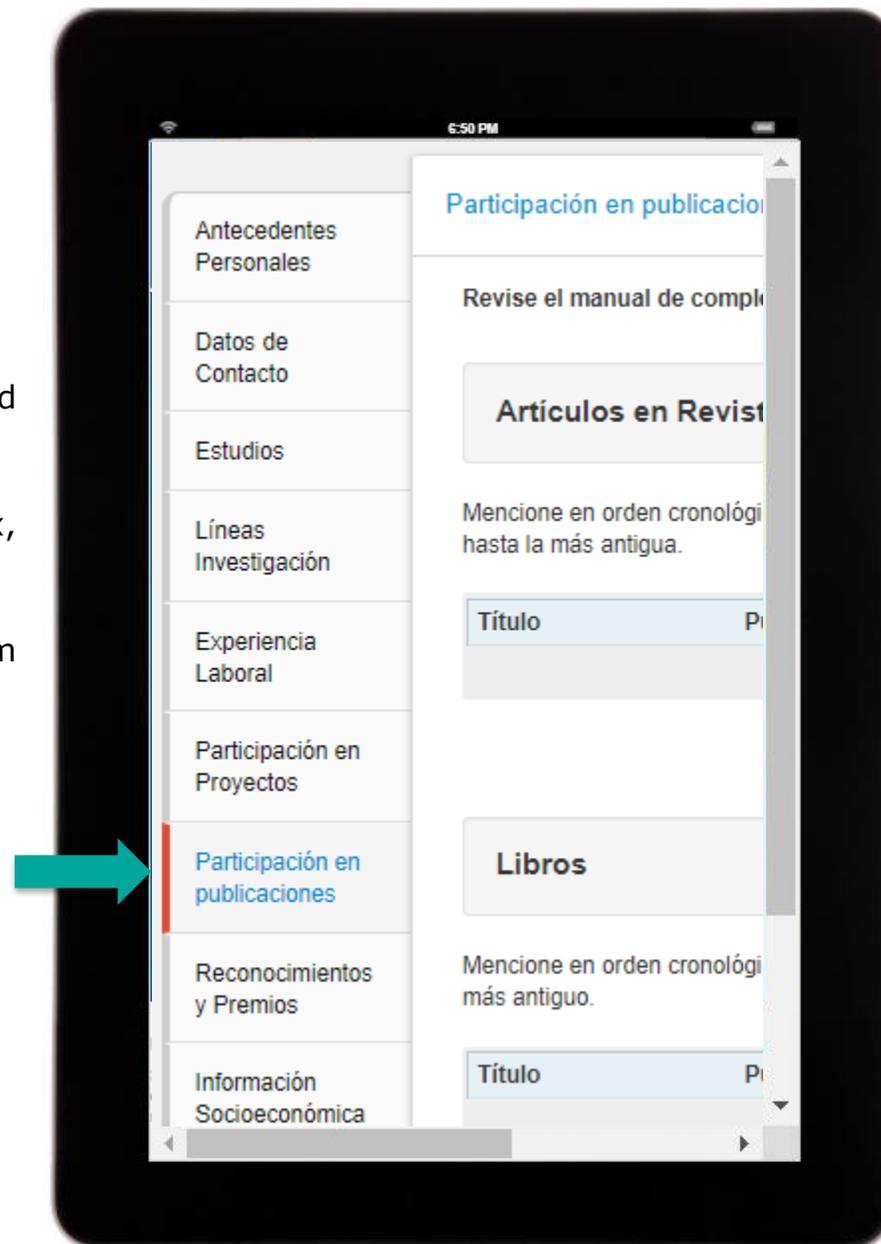
Reconocimientos y Premios*
(Acknowledgments and Awards)

- If the institution that grants the recognition and/or award is **NOT in the auto-complete list**, select the **Otra Institución**/Other Institution enter it manually.

- To complete the **Descripción y/o el Motivo del galardón/**Description and/or the Reason for the award field, cuentas con **350 caracteres**.

  - **NOTE**: **Line breaks** and **special characters** counts as **4 characters**. Avoid copying and pasting from a text editor **(MS Word).**

- ✓ **IMPORTANT:** This section **will NOT be displayed** in the printed **PDF Application CV en PDF** since it is not part of the **evaluation rubrics** (Except **National Master's Scholarship for Education Professionals** and **Master's Scholarship Abroad for Education Professionals**).
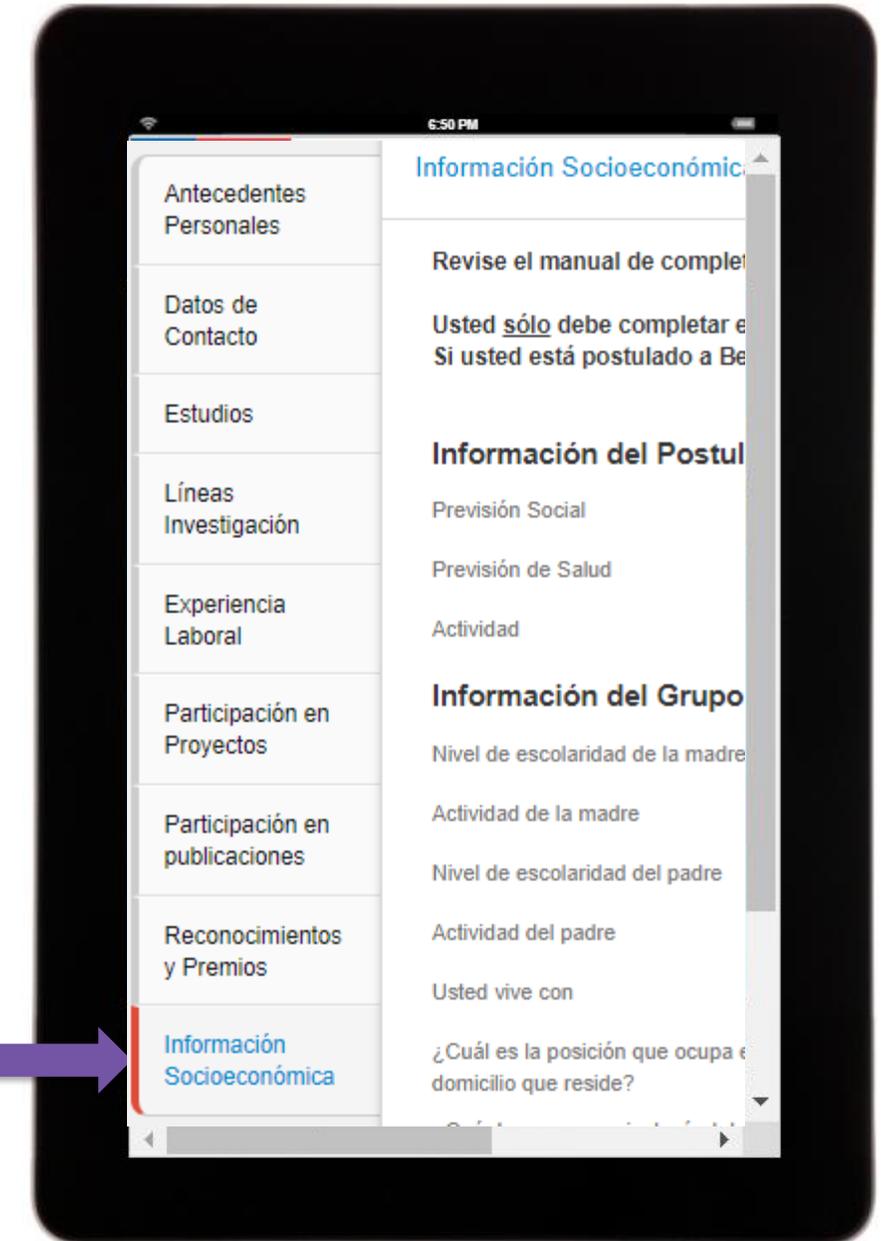
Información Socioeconómica
(Socioeconomic Information)

*If you apply for **National Scholarships**, completing this section **is not mandatory.**

1. **Información del(de la) Postulante**/Applicant Information

2. **Información del Grupo Familiar**/*Family Group Information*

- **Family Group:** People who reside in your home, live together regularly and share the **same food budget**, regardless of whether or not there are family ties between them.

- **Ingreso Grupo Familiar/***Family Group Income*

- Declare **all the income (in Chilean pesos CLP)** received during the **year 2022**, regardless of whether they were received in calendar months or not.

- Complete with the information of each person in your **family group (include yourself)**.

- All **annual income** fields **must be completed.** If the person does not receive said income, **complete with "0".**

Información Socioeconómica
(Socioeconomic Information)

3. **Ingreso Grupo Familiar/***Family Group Income*

- **Salaries and Pensions:** Reports the income received during the year, discounting the mandatory pension contributions.

- **Fees:** Declare gross income corresponding to fee tickets, deducting 30% (10% mandatory withholding and 20% for social security contributions, for those who do so).

- **Withdrawals, Dividends, Movable Interest, Capital Gains and Real Estate Lease:** You must complete with the total annual income as appropriate.

- **Alimony:** Records the annual income received for alimony (obtained judicially or extrajudicially).

- **Contributions from Relatives:** Declare the annual income received from donations, inheritances, legacies, scholarships or the like.

- **Independent Activities:** Record all annual income NOT specified above (from formal or informal activities).
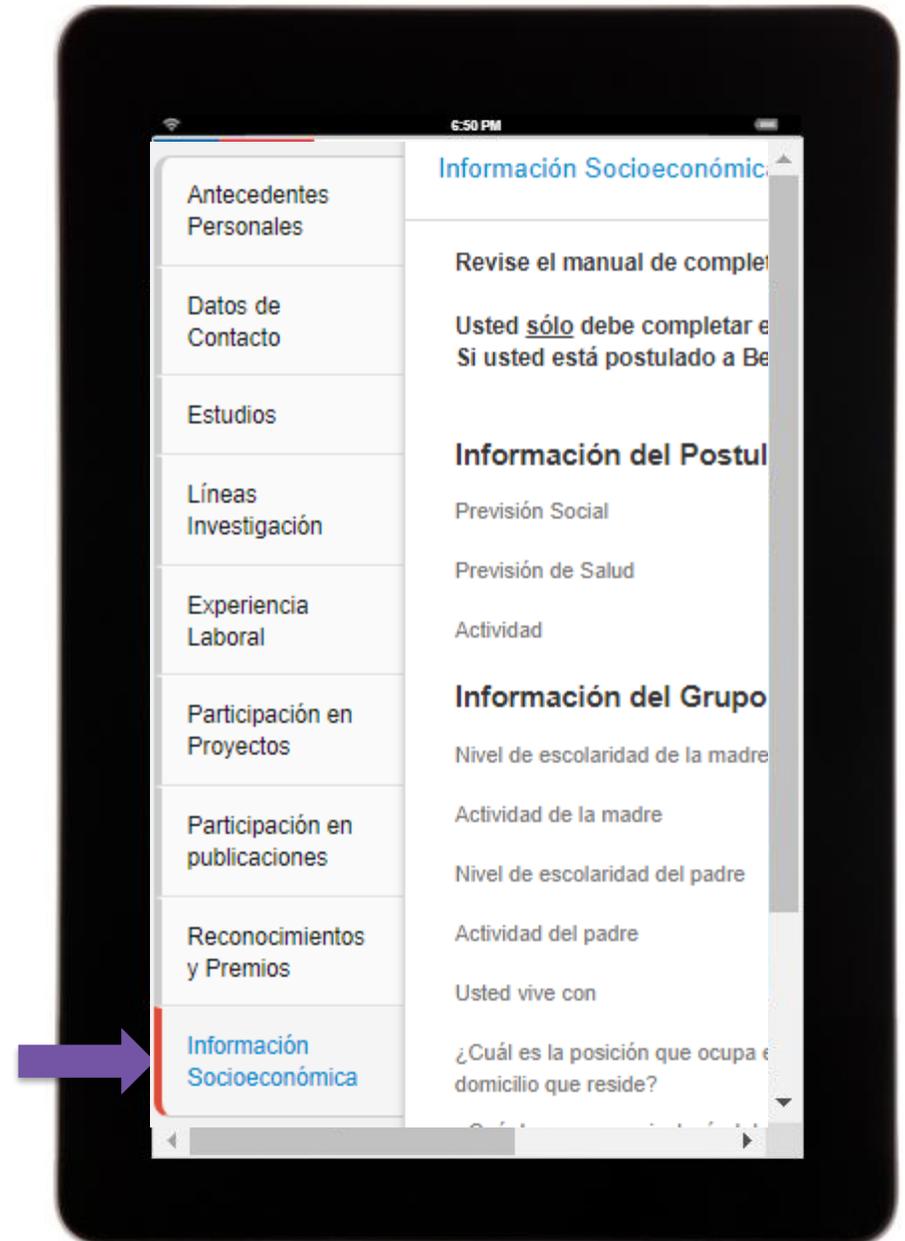
IMPORTANT TO CONSIDER...

QUICK TIPS
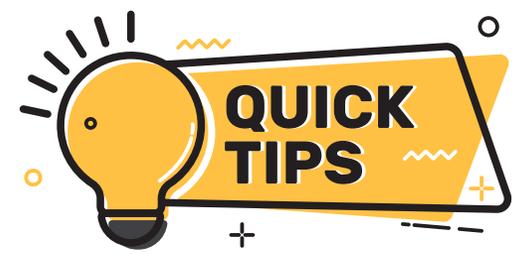
The system expires every **45 min**. Try to **Save periodically**.

There is no specific order to complete the Application CV and **you can enter to complete it gradually** as many times as you want.

Before sending an inquiry through ANID Help, **check the** el Applicant Help Center.

Avoid using **accents** or **other special characters** such as: "ñ", "/", "-", etc. They will not display properly on the **CV in PDF format**.

Line breaks and/or **special characters** are counted as **4 characters**.

The system only allows viewing in the CV in PDF format **15 work experiences** and **6 postgraduate studies and/or specialization**.

NOT all sections and fields are displayed in the **Application CV in PDF format** (Document reviewed by the Evaluation Committee). Check the details by entering here.

Go to the **Revisión/Envío** *(Revision/Submission)* section and make sure you have completed all the mandatory fields of the Application CV.

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