

Indicative Timeline of Support Activities at the University of Maribor for Applicants to the Marie Skłodowska-Curie Postdoctoral Fellowships¹

Successful preparation and submission of applications to the [Marie Skłodowska-Curie Postdoctoral Fellowships \(MSCA PF\)](#) require close cooperation between the postdoctoral researcher and the host institution. For this reason, institutions interested in submitting joint MSCA PF applications—including the University of Maribor (UM) — offer dedicated support activities to enhance the success of their applicants.

All support activities listed below, intended for postdoctoral researchers from outside the Republic of Slovenia who plan to prepare and submit an application with UM as their host institution, are equally available to UM postdoctoral researchers who intend to apply with a higher education institution abroad. To ensure a comprehensive and competitive application postdoctoral researchers planning to continue their training abroad under an MSCA PF project are encouraged to participate in preparatory activities organized by their prospective host institution. Participation in these activities is important not only for strengthening collaboration and developing the research proposal together with the supervisor at the host institution, but also for obtaining specific information about the institution’s research infrastructure and other relevant aspects essential for preparing a strong application.

Table 1: Indicative Timeline for MSCA PF Application Support at the University of Maribor

Indicative period	Activity
Second half of April	Deadline for submitting an outline proposal by postdoctoral researchers from outside the Republic of Slovenia who wish to prepare an MSCA PF application with UM supervisors. ² The exact date for the submission of the draft proposal will be published on this website .
April/May	Publication of the MSCA PF call on the EU Funding & Tenders Portal.
From May until the call deadline	Individual consultations for preparing MSCA PF proposals with staff from the Office for Stable Funding of Research Activities and Complementary Schemes. Individual consultations will be arranged in coordination with candidates, supervisors, and support staff by email.
Second half of May	Deadline for informing foreign postdoctoral researchers who applied through UM’s promotional call about the selection of supervisors for joint application preparation. The exact date will be emailed to postdoctoral candidates and also published on this website .
May	MSCA PF workshop in English for foreign postdoctoral researchers and their UM supervisors: Preparing a successful MSCA PF application. The exact date will be emailed to postdoctoral candidates and also published on this website .
May	Tailored MSCA PF workshop for postdoctoral researchers and their supervisors, delivered in cooperation with a specialized consultancy (in English). The exact date will be emailed to postdoctoral candidates and also published on this website .
First half of June	MSCA PF internal deadline #1 for foreign postdoctoral researchers applying with UM: submission of the first draft proposal to supervisors and UM support staff. The exact date will be emailed to postdoctoral candidates.

¹ To stay informed about information events and support for University of Maribor (UM) applicants to European Research Council (ERC) calls and other postdoctoral projects, follow emails from orud@um.si and the training opportunities published on the UM website [Izpopolni UM: https://www.um.si/kakovost/izobrazevanja/](https://www.um.si/kakovost/izobrazevanja/).

² Similar support activities are offered by institutions abroad—applicants should follow their information and deadlines as well.

Important: Mobility Rule for European Postdoctoral Fellowships: The researcher must not have resided or carried out their main activity (work, studies, etc.) in the host country for more than 12 months in the 36 months before the call deadline. Details on the Mobility Rule for the European Postdoctoral Fellowships and the Global Postdoctoral Fellowships are available at the following link: [Completing the Mobility tab for MSCA Post-Doctoral Fellowship](#).

Indicative period	Activity
Second half of June	MSCA PF internal deadline #1 for supervisors and UM support staff: feedback to postdoctoral researchers on the first draft, including suggestions for improvement based on evaluation criteria. Postdoctoral candidates will be notified by email.
Second half of June	MSCA PF internal deadline #2 for foreign postdoctoral researchers applying with UM: submission of the second draft proposal to supervisors and UM support staff. The exact date will be emailed to postdoctoral candidates.
First half of July	MSCA PF internal deadline #2 for supervisors and UM support staff: feedback to postdoctoral researchers on the second draft, including suggestions for improvement based on evaluation criteria. Postdoctoral candidates will be notified by email.
August	The Office for Stable Funding of Research Activities and Complementary Schemes coordinates individual consultations for reviewing the proposal draft and obtaining feedback from the National Contact Point for MSCA (Dr. Stojan Sorčan, MIZM). Postdoctoral candidates will be notified by email. (Please note: approximately three working days are required for feedback per proposal.)
August	MSCA PF internal deadline for foreign postdoctoral researchers applying with UM: <ul style="list-style-type: none"> – obtaining the letter of support and institutional declaration from UM (signed by the Rector, in accordance with UM's Rules for signing project documentation). – Preparation of the proposal in the EU Funding & Tenders Portal and review by the supervisor. – Submission of the third draft to supervisors and UM support staff for final review. The exact date will be emailed to postdoctoral candidates.
First half of September	Final steps before submission: <ul style="list-style-type: none"> – Uploading all required annexes to the EU Funding & Tenders Portal. – Verifying annexes for correctness. – Full review of the proposal, including tables, graphs, and visual elements. – Checking coherence and compliance with call requirements. – Internal review and approval by the supervisor and support staff. – Final submission to the MSCA PF call.