



EMBO Long Term Fellowships

Information for applicants



EMBO LONG-TERM FELLOWSHIPS INFORMATION FOR APPLICANTS



ELIGIBILITY

Doctorate degree

Applications are only considered from candidates who passed their PhD exam not more than two years ago (i.e. after 15 February 2010). Exceptions are made for applicants with career breaks due to parental leave and military/civil service in which case the time of the career break will be added to the two years.

In case of exceptional personal circumstances exceptions to this rule might also be granted. Please contact the Fellowship Office prior to submission if claiming an exception.

Publications

Applicants must have at least one first (or joint first) author publication accepted for publication, in press or published in an international peer reviewed journal at the time of application (15 February 2012). This rule is strictly applied as experience shows that those with weaker CVs are never successful.

Publication updates after the application deadline are not accepted.

Mobility

EMBO Long-Term Fellowships are mobility fellowships and intended to promote international exchange. As a consequence all applications must involve a change of country. Three types of mobility are possible:

(1) Applicants from an EMBC member state who wish to work in a laboratory in an EMBC member state. The applicant can apply for an EMBO Long-Term Fellowship in any EMBC member state provided there is movement between countries.

International laboratories such as EMBL are technically extra-territorial and movement e.g. from Germany to EMBL Heidelberg is, therefore, permitted.

(2) Applicants from a non-EMBC member state who wish to work in a laboratory in an EMBC member state. These applications will be considered under the same criteria as above.

(3) Applicants from an EMBC member state who wish to work in a laboratory in a non-EMBC member state. Only 30% of fellowships can be awarded for this category.

Higher scores are required for an award and the applicant must provide a justification for the choice of a laboratory outside the member states.

PLEASE NOTE!!!

- Non-EMBC nationals will **not be eligible** for a fellowship in a non-member state.
- Non-EMBC nationals with a Ph.D. from an EMBC member state will **not be eligible** for a fellowship in a non-member state.
- Candidates can only submit applications for **one project at one host laboratory** at each round of selection.
- Applications for a Long-Term Fellowship to be held in the laboratory, institute or department in which the candidate obtained his or her PhD, or to work again with the candidate's PhD supervisor, no matter where the latter is located, **are not considered**.
- It is possible to apply when the applicant has already started at the receiving institute. But note that the **maximum amount of time spent at the receiving institute must not exceed 7 months** at the relevant closing date for application (15 February 2012). Therefore applicants who have started at the receiving institute before 15 July 2011 will not be eligible.
- Applications to move from one laboratory to another in the same country are only considered if the applicant has been working in the country for less than 3 months before the closing date for the application.
- **Candidates who interrupted their career due to childcare for at least 1 year** might be given special consideration when applying to stay within the same country but this must be fully justified and the Fellowship Office must be contacted beforehand.
- Applications to perform research in the country where, on the basis of the CV, the applicant normally works will **not be considered**.
- Applications to work in an industrial research laboratory with a view to developing new products or procedures will **not be considered**. However, research centers for basic research, which are endowed by industries, will be eligible.
- In case a candidate's nationality is the same as the PhD nationality, applications back to the country of origin will **not be considered**.
- **Reapplication is only permissible once.**

APPLICATION PROCESS

There are two annual deadlines for EMBO Long-Term Fellowships. Applications and supporting documentation (two references, receiving institute acceptance) are only accepted via the EMBO online application system <http://applications.embo.org/01/register.php?reg=S019>. The online application system opens on 1 January and the deadline for submitting complete applications is 15 February 2012 at midnight German time (CET) (i.e. midnight between the 15 and 16 February 2012).

PLEASE NOTE!!!

It is the applicant's responsibility to ensure that the references and receiving institute acceptance are submitted on time.

Incomplete applications will not be considered.

SELECTION PROCESS OF EMBO LONG-TERM FELLOWS

All applications are examined at the EMBO Fellowships Office to ensure that they are complete and eligible. Receipt of complete applications will be acknowledged via email within two weeks of the application deadline. All eligible applications are then sent to the Fellowship Committee for pre-screening and approximately 40% of all applications are selected for an interview. All applicants will be informed about the outcome of the pre-screening via email approximately 6 weeks after the application deadline.

Please note that no individual feedback can be given at this stage.

For successful applicants, an interviewer, who is expert in the area of the application, will be selected from among the EMBO Members and EMBO Young Investigators. It is not always possible to have a personal interview for practical reasons (e.g. when the applicant resides outside the member states), in which case an interview by phone or video should be arranged. Only when it is not possible to arrange a video or phone interview the application will be sent for written evaluation.

All applications together with the interview reports are then considered by the EMBO Fellowship Committee based on:

1. Previous scientific achievements of the applicant
2. Novelty and biological significance of proposed research
3. Appropriateness of the host laboratory for the proposed research and for the training of the applicant.

The Fellowship Committee then meets to take the final funding decisions. Typically the outcome of the selection is known approximately 14-16 weeks after the closing date and is provided on the EMBO website immediately after the committee meeting. (http://www.embo.org/fellowship/fellow_info.html). Also, all applicants are informed about the outcome by email within one week of the committee meeting.

Successful applicants may start their fellowship from 1 July 2012.

PLEASE NOTE!!!

- **Interviews** normally take place within 6-10 weeks of the closing date for applications.
- The interview may take place outside the applicant's country of residence; therefore, applicants must have a valid passport.
- Candidates may be requested to give a seminar as part of the interview procedure.
- The interview should take place at the interviewer's convenience.
- Interview expenses will be reimbursed by EMBO. A claim form will be issued and together with receipts has to be returned to the EMBO Fellowship office in Heidelberg.
- Candidates are expected to travel by second-class rail for journeys of up to 12 hours. Otherwise travel by economy class air will be refunded. Subsistence expenses are refunded up to the EMBO standard daily rate.

The Fellowship Office should be informed of any changes in address or email.

A request to change laboratory or project once a fellowship has started, will have to be considered by the Committee. **Requests for such changes have to be fully justified by the candidate and are granted only in extreme circumstances.**

FELLOWSHIP DURATION

The maximum fellowship duration is 24 months¹. The Fellowship Committee may also award a shorter period than requested. Fellowships are initially awarded for 12 months and can be extended to the maximum duration upon request from the supervisor after the first year.

It is possible to apply when the applicant has already started at the receiving institute. But note that the maximum amount of time spent at the receiving institute must not exceed 7 months at the relevant closing date for application (15 February 2012). Therefore applicants who have started at the receiving institute before 15 July 2011 will not be eligible.

The maximum time for a combination of previous support and EMBO funding will be 36 months in case the laboratory is within an EMBC member state and 24 months if in a non-EMBC member state. (Please note that the minimum fellowship duration that can be requested is 12 months and that about five months are required to process the application.)

E.g. if an applicant has already been at the receiving institute for 12 months at the start of the EMBO fellowship the applicant will only be eligible for a further 12 months funding in a non member state (24 months in total) and 24 months in a member state (36 months in total).

¹ In case the host laboratory is in Singapore then the maximum duration is 36 months.

Fellowships must be started within one calendar year from the relevant closing date for applications i.e. by 15 February 2013.

Exceptions can be made for those who are simultaneously offered a Marie-Curie fellowship, where this requirement could be waived.

FINANCIAL SUPPORT

Stipend

The stipend is a subsistence allowance and is intended to cover the cost of living in the host country. Subsistence rates depend on the country being visited.

Dependent allowance

EMBO provides additional allowances for a dependent spouse (i.e. spouse without income) and dependent children (i.e. children under the age of 18). Those allowances depend on the country being visited.

Child-care allowance

For children under the age of six fellows can claim support for child-care costs upon receipt up to the amount of 2500 euros per year.

Travel allowance

The travel allowance is intended to cover travel costs for the fellow and his family to and from the receiving institute. The travel allowance further includes half a month's stipend to contribute to relocation costs.

PLEASE NOTE!!!

- If the applicant is already at the receiving institute at the time of application, the travel allowance will not be paid.
- In the event of early termination of the fellowship, any payments made after the date of termination will have to be repaid.
- If the fellowship is terminated within 6 months the entire travel allowance will have to be returned.
- If the fellowship is terminated between 6 and 12 months half of the travel allowance will have to be repaid.

PARENTAL LEAVE

Fellows are entitled to 3 months paid parental leave during their fellowship. Fellows who take parental leave during the fellowship are entitled to an extension of their fellowship for a period of up to 3 months. This extension has to be requested by the host supervisor at the end of the fellowship.

Fellows should inform the Fellowship Office of their intention to take parental leave.

PART-TIME WORK

For child-care reasons it is also possible to work part-time during the fellowship. Please note that the maximum fellowship duration (full-time plus part-time) shall not exceed 36 months.

EMBC MEMBER STATES

Austria, Belgium, Croatia, Czech Republic, Denmark, Germany, Greece, Hungary, Iceland, Ireland, Israel, Italy, Estonia, Finland, France, Luxemburg, Netherlands, Norway, Poland, Portugal, Switzerland, Slovak Republic, Slovenia, Spain, Sweden, Turkey, United Kingdom.

Special agreements are made for Cyprus and Singapore.

CONTACT DETAILS EMBO FELLOWSHIP OFFICE

For any queries please contact: fellowships@embo.org

Postal address: EMBO
Fellowship Office
Meyerhofstrasse 1
69117 Heidelberg
Germany

European Molecular Biology Organization

Rates of EMBO long term fellowships in 2012 (in national currency per annum)

The fellowship provides the travel costs for the fellow and his/her family. If the applicant is already at the receiving institute, travel is not paid. The stipend paid depends on the country being visited, marital status, other sources of income and number of children under 18 years of age.

	Australia	Austria	Belgium	Canada	Croatia	Czech Republic	Denmark	Finland	France	Germany	Greece	Hungary	Iceland	Ireland
1 year	68,805	34,275	30,259	44,070	28,497	23,243	253,425	28,979	30,224	32,461	29,485	32,357	4,754,112	32,718
2 year	75,685	37,702	33,285	48,477	31,347	25,567	278,768	31,877	33,246	35,707	32,434	35,593	5,229,523	35,990
for each dependent	7,913	3,942	3,480	5,068	3,277	2,673	29,144	3,333	3,476	3,733	3,391	3,721	546,723	3,763
currency	AUD	EURO	EURO	CAN\$	EURO	EURO	DKK	EURO	EURO	EURO	EUR	EURO	IKR	EURO

	Israel	Italy	Netherlands	Norway	Poland	Portugal	Slovenia	Spain	Sweden	Switzer-land	Turkey	United Kingdom	USA	Others
1 year	34,989	33,351	30,950	284,332	25,665	30,809	27,888	30,240	294,500	59,719	29,118	25,211	40,636	32,965
2 year	38,488	36,686	34,045	312,765	28,232	33,890	30,677	33,264	323,950	65,691	32,030	27,732	44,700	36,262
for each dependent	4,024	3,835	3,559	32,698	2,951	3,543	3,207	3,478	33,868	6,868	3,349	2,899	4,673	3,791
currency	US\$	EURO	EURO	NKR	EURO	EURO	EURO	EURO	SKR	CHF	EURO	GBP	US\$	US\$