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## Short-Term Fellowships Information for applicants



### Purpose

Short-term fellowships are established to advance molecular biology research by helping scientists to visit another laboratory with a view to applying a technique not available in the home laboratory.

Short-term fellowships are not awarded for exchanges between two laboratories within the same country. Short-term fellowships are intended for joint research work rather than consultations.

The fellowships cover travel plus subsistence of the fellow only and not of any dependents.

### Duration

Short-term fellowships are intended for visits of 1 week up to 3 months duration.\*

\*For non-European applicants the short-term fellowships are intended for a fixed duration of 90 days).

### Eligibility

Who can apply for an EMBO Short-Term Fellowship?

\*Scientists with less than 10 years of professional experience since finishing their Ph.D. degree (or the equivalent). Exceptions from this rule will be possible when justified. Please contact the fellowship office for details.

\*Pre-doctoral scientists who have not yet completed a Ph.D. degree (or the equivalent). However, candidates with little research experience have a lower priority.

All applications must involve either a laboratory of origin or a receiving institute from one of the EMBC member states.

Three types of applications are possible:

(1) The applicant and the receiving institute are either in or from the member states. This is the favored application but must involve movement between countries. International laboratories such as EMBL are technically extraterritorial and movement e.g. from Germany to EMBL Heidelberg is, therefore, permitted.

(2) Applicants from non-member states world wide, who wish to visit a laboratory in a member state. These applications must include a justification letter elaborating on the benefit to the receiving laboratory. A crucial element to be considered is the initiation of

collaboration between the host laboratory in the EMBO member state and the home laboratory. These applications have a fixed duration of 90 days.

(3) Applications from scientists from member states for support to visit non-member state. The applicant must provide justification for the choice of laboratory outside the member states.

Applications which are presented as a means of training in a technique rather than as a component of a research project tend to receive lower priority from reviewers. EMBO does not consider applications for short term fellowships to prolong visits begun under other auspices, or as bridging fellowships between, or prior to, long term stays funded by EMBO or other organizations. Applications for fellowships to attend courses, workshops, or symposia will not be considered. On completion of the fellowship Applicants must return to their home laboratory for at least 6 months.

The fact that an applicant has previously held an EMBO short or long term fellowship does not preclude further applications for a fellowship for a new project in. It is not possible to hold both a short term and a long term fellowship at the same time.

## How to apply

The application for short term fellowships is online only. NO hard copies are required. The applicant has to provide the names and addresses of two referees (not from receiving institute) who will have to send their signed confidential letter of reference to the EMBO Short-term fellowship office by post or e-mail. The proposed receiving institute has to submit a signed acceptance form by post or e-mail. The forms can be downloaded at <http://www.embo.org/>

## Selection of EMBO Short-Term Fellows

Applications are refereed by EMBO Members or Young Investigators expert in the area of the research project through a written evaluation and fellowships are awarded throughout the year. The reviewers are asked to judge the quality of the candidate, the research project and the receiving laboratory, but the major criterion is the projected benefit to the home laboratory of the applicant. Those who have not got career plans that include a return to their current home laboratory for a reasonable period after the fellowship will be at a greater disadvantage.

As soon as a decision is reached, normally within 3-4 months from application, all applicants are promptly informed.

## End of fellowship report

**Please note that you need to indicate your ASTF number and your current address on your end report.**

At the end of your fellowship you are asked to provide EMBO with a report of your activity at the receiving institute. There is no deadline for our receipt of your end report, which should be addressed to Andrea Hutterer, Fellowships Manager/EMBO. It is requested however, that you forward your end report as soon as convenient after completion of your fellowship. Ideally, your end report should be a minimum of one double-sided A4 sheet, detailing your research objectives and results and further work to be undertaken. You may include in your end report diagrams, charts or illustrations to enhance your report. Upon receipt of your end report by the EMBO office, you will be sent an attestation by way of acknowledgement. The attestation will include the date and duration of your fellowship, the place you held your fellowship, your ASTF number and your project title.