

# Application Guidelines

## for the EMBO Young Investigator Programme

Applications should be submitted via the EMBO web site and consist of 5 parts:

### → application forms

These forms can be downloaded from the web site, and should be completed and edited on your computer screen. Please save and print for your own record and submit the file as an attachment together with the online form through our web site. Please ensure your font settings are on **Helvetica** size **9**. For more detailed instructions, see overleaf.

### → online form

The data entered via the online form are fed directly into our database to help EMBO process your application. In addition to some personal data and a summary of your current research activities, you are asked to provide a listing of the grants available to you.

### → your 4 best publications

Please submit PDFs of your 4 best publications with the online and application forms. Please ensure the files are unprotected, otherwise they cannot be printed.

### → letters of reference

Please provide names, addresses and email address of three scientists (preferably former supervisors) who will provide letters of reference for you via the online application system. The system will contact these scientists as soon as you have entered their name and email address, preferably 4 weeks prior to the deadline to ensure that your references are submitted in time.

**Please enter names and email addresses as soon as possible via the online application system. You can continue filling out your online application until 1 April.**

### → signature page

Please send a signed version of the "confirmation by host institute" page of the application form by standard post. Please include an unsigned version with your application form submitted through the website.

### → re-applications

Please note that we are unable to access your online data from previous years, re-applicants therefore have to submit a new application and follow the same procedures as though this were the first application. If however you applied in 2007, and wish to have the **same** scientists submit reference letters, we will be able to access the letters from 2007 only. Applications prior to 2007 will have to follow the instructions as mentioned above.

For a detailed description of the selection procedure, please see our website at:

[http://www.embo.org/yip/yip\\_info.html#selection](http://www.embo.org/yip/yip_info.html#selection)

Should you have further questions regarding the application process, please contact [yip@embo.org](mailto:yip@embo.org)

#### **Mailing Address:**

EMBO Young Investigator Programme, Meyerhofstr. 1, D-69117 Heidelberg, Germany



## application form instructions

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### **curriculum vitae**

Provide your professional experience and education in reverse chronological order, i.e. latest information first. Please follow specifications on the form.

### **list of publications**

When listing your publications, please specify the career stage from which the work originates. Italicize your group members in publications from your own independent group. Underline the publications that are submitted as your four best publications. Please do NOT list manuscripts in preparation.

### **synopsis of recent work**

Please list your 4 best publications and briefly describe the research carried out during your PhD (5 – 10 lines) and post doc (limited to a total of 1 page).

### **research**

Applicants should describe the ongoing research in their laboratory. For evaluation by the selection committee, it is critical that the applicant can demonstrate the ability to design and carry out original and independent scientific projects. Unpublished projects should be included in a short progress report where ongoing project(s) are clearly described and the students and post doctoral fellows involved in these project are mentioned. (4 pages maximum for research proposal, in addition a maximum of 2 pages for progress report. Bibliography can be in addition to the prescribed page number).

### **description of institution**

Please describe in a few sentences the infrastructure and the equipment provided by your institution that are relevant to your research.

### **confirmation by host institute**

Please send a signed copy of **this page** to EMBO via standard post. An unsigned version should be included in the application submitted online.