

Application guidelines

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PLEASE NOTE: the guidelines are updated periodically. Please ensure you are reading the latest version.

EMBC Member states: Austria, Belgium, Croatia, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Israel, Italy, Latvia, Lithuania, Luxembourg, Malta, Montenegro, Netherlands, Norway, Poland, Portugal, Slovak Republic, Slovenia, Spain, Sweden, Switzerland, Türkiye and United Kingdom

EMBC Associate Member states: India, Singapore

EMBC/EMBO co-operation partners: Chile, Taiwan

EMBO subject areas: Cell Cycle, Cell & Tissue Architecture, Cellular Metabolism, Chromatin & Transcription, Development, Differentiation & Death, Evolution & Ecology, Genome Stability & Dynamics, Genomic & Computational Biology, Immunology, Membranes & Transport, Microbiology, Virology & Pathogens, Molecular Medicine, Neuroscience, Plant Biology, Proteins & Biochemistry, RNA, Signal Transduction, Structural Biology & Biophysics, Systems Biology

Contact: fellowships@embo.org

EMBO Fellowship Committee 2023:

Lea Sistonen (FI) (Chair)
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Filippo Del Bene (FR)
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Luisa Miranda Figueiredo (PT)
Michela Matteoli (IT)

Eligibility

Applications are accepted from candidates who meet the following criteria:

PhD degree

Applicants must hold a PhD degree or equivalent at the start of the fellowship, but not necessarily at the time the application is submitted.

Applicants who already hold a PhD degree are eligible if they obtained their PhD degree within the two years preceding the application submission date.

PLEASE NOTE: the Fellowship Office considers the SUBMISSION date of the application to check if the applicant holds a PhD title for less than 2 years. The Spring and Autumn cutoff deadlines (2nd Friday of February, 2PM CET, and second Friday of July, 2PM CEST, respectively) do not play a role in this eligibility check.

Exceptions to this rule are made for applicants with career breaks during the relevant period due to parental leave and mandatory military/civil service in which case the time of the career break will not be counted. Additional exceptions might be made on a case-by-case basis for extraordinary personal circumstances, such as demonstrable severe illness or full-time care of an ill family member. The Fellowship office reserves the right to request the appropriate documentation. No exceptions will be made for other types of voluntary career breaks. The applicant must contact the Fellowship office prior to the submission of the application to obtain an exception, no matter what type. **Applications submitted without prior approval of an exception will be deemed ineligible.**

Candidates with a medical degree (M.D.) may be eligible to apply for an EMBO Postdoctoral Fellowship provided they hold a PhD (MD-PhD programme), in which case, the rules explained above apply. Candidates that don't have a PhD but have equivalent research experience to a PhD and meet all other eligibility criteria, should enquire with the EMBO Fellowship office prior to submission.

Publications

Applicants must have at least one first (or joint first) author primary research paper accepted for publication or published in an international peer reviewed journal at the time the application is submitted. For papers not yet published but “accepted”, “accepted in principle”, “accepted for publication” or similar status, send a copy of the editorial letter proving the status of the paper to fellowships@embo.org. In the letter it must be clear that the applicant is the first (or co-first) author.

A first author preprint with public in-depth peer reviews is also sufficient for eligibility, provided all the following conditions are met:

1. The preprint is posted on a recognized community preprint server such as Arxiv, bioRxiv, medRxiv, Zenodo...;
2. the peer reviews must be publicly available online;

3. the peer reviews were verifiably obtained from an independent preprint peer review service such as "*Peer Community In*", "*eLife*" or "*Review Commons*".
4. The reviews provide an in-depth expert analysis of the rigor and validity of the research and its contribution to the field.

Note:

Reviewers' comments, as well as individual comments or feedback pasted online by the author(s) on the pre-print server are not accepted since their authenticity is not verifiable.

Examples:

Bénitière F, Necsulea A, Duret L (2023). AX1BP1 recruits ATG9 vesicles through SCAMP3 binding. *bioRxiv* <https://doi.org/10.1101/2022.12.09.519597> peer reviewed by *PCI Evolution* <https://doi.org/10.24072/pci.evolbiol.100642>

Hama Y, Kurikawa Y, Matsui T, Mizushima N, Yamamoto H (2023). TAX1BP1 recruits ATG9 vesicles through SCAMP3 binding. *bioRxiv* <https://doi.org/10.1101/2023.08.18.553817> peer reviewed by *Review Commons* <https://reviewcommons.org/eeb/10.1101/2023.08.18.553817>

The following items should **not** be listed as publications:

- Papers submitted or in preparation.
- Papers published in non-English language.
- Abstracts of presentations at conferences

EMBO will consider primary research papers published on preprint servers without reviewers' comment, but a first-author publication in an international peer-reviewed journal or a first author **refereed** preprint is still a requirement. Similarly, reviews, comments, book chapters, instruction-based methods papers or videos and patents can be listed where appropriate, but are not considered primary research publications. Papers describing in detail the development of a **new** protocol to answer a specific biological question **may** count as first-author papers. Contact the Fellowship office in case of doubt.

Do NOT indicate the journal impact factor or any other metrics, commentaries, highlights or citations in the publication list. EMBO is a signatory of the San Francisco Declaration on Research Assessment (DORA, <https://sfdora.org>), which recommends "not to use journal-based metrics, such as Journal Impact Factors, as a surrogate measure of the quality of individual research articles, to assess an individual scientist's contributions, or in hiring, promotion, or funding decisions".

Publication updates after the application is submitted are not allowed. In case of publication updates prior to the selection process, the application must be withdrawn and re-submitted with eligibility rules counting at time of re-submission (see also APPLICATION PROCESS).

Mobility

EMBO Postdoctoral Fellowships are intended to promote international exchange. **All applications must involve a change of country.**

a) Applications to work in an EMBC Member State

Applicants, regardless of their nationality or the country in which they obtained their PhD, can apply for an EMBO Postdoctoral Fellowship to work in any EMBC Member State provided there is international mobility (see list of EMBC Member States on page two).

b) Applications to work in an EMBC Associate Member State or Countries / Territories covered by a co-operation agreement

Applicants who wish to work in an EMBC Associate Member State or a Country / Territory covered by a co-operation agreement are eligible if they move from, are nationals of and have performed their PhD in

- an EMBC Member State or
- an EMBC Associate Member State or
- a Country / territory covered by a co-operation agreement.

c) Applications to work in a Non-EMBC Member State

Applicants who wish to work in a Non-EMBC Member State must meet **all** the following requirements:

- must move from an EMBC Member State,
- must be nationals of an EMBC Member State
- must have performed their PhD in one of the EMBC Member States.

A maximum of 30% of fellowships are awarded in this category (c).

PLEASE NOTE:

- 1) Applications to move within the country where the host institute is located (independently if this is a EMBC Member State, a EMBC Associate Member State / EMBC Cooperation Partner State or non-EMBC member State) are eligible if the applicant has been living or working for a **maximum of six months in that country during the previous 18 months** counting back from the time the application is submitted.
- 2) Similarly, candidates can apply if they have already started working at the host laboratory, but only if they have been working there for a **maximum of six months** at the time the application is submitted. This includes candidates that started working with the host supervisor and then moved with the host supervisor to a different location: the relevant start date will be the date the candidate joined the host laboratory regardless of location. Please note that the maximum stay of six months in the country where the host institute is located within the last 18 months as listed above (1) takes precedence.

The Fellowship Office will take into consideration **ONLY** the SUBMISSION date of the application to run the above-mentioned mobility and temporal checks. The Spring and Autumn cutoff deadlines (2nd Friday of February, 2PM CET, and second Friday of July, 2PM CEST, respectively) do not play a role in this eligibility check.

Further mobility rules

Applicants wishing to work in the country in which they officially obtained their PhD are **NOT** eligible. If the PhD is officially shared between two institutions in different countries, both countries will be excluded. Visits of less than 6 months to the future supervisor or any other laboratory in the proposed destination country are permitted.

Applicants wishing to work in the country where they developed their PhD studies, even if the PhD is officially issued by a different country, or to work again with the candidate's PhD supervisor, no matter where the latter is located, are not eligible. Again, visits of less than 6 months to any other laboratory in the proposed destination country are permitted.

Applicants wishing to **return to a laboratory** where they have already worked for more than **six months** in one or several visits are not eligible, regardless of where that laboratory may be located. This includes the time spent during the master studies.

Other eligibility rules

Scientific scope

Research proposals must be within EMBO's scientific scope (EMBO subject areas are listed on page two). A more detailed description can be found at <http://www.embo.org/about-embo/subject-areas>.

EMBO is no longer exclusively dedicated to the promotion and funding of molecular biology and has opened to fields in the life sciences that traditionally have not explored biological questions at the molecular level. However, applications to the EMBO Fellowship Programme are expected to be **driven by a biological question**, explore the **mechanisms behind biological phenomena** and **yield biological insight**, rather than remaining at the descriptive or observational level. Mechanistic insight may involve molecules, but can also involve higher levels of organization, such as cells, tissues, organisms, populations or ecosystems. Similarly, applied or clinical work without a clear biological question is not eligible. Projects with an aim to develop an application, commercial product or process, or a device **may be** considered if a fundamental biology question behind the project is to be answered. For instance, development of technologies that enable biological discovery (microscopy, PCR, etc).

Applications in which the postdoctoral project is a direct continuation of the PhD project will not be considered.

Research integrity

EMBO expects responsible conduct of research from its awardees. All research activities supported by the EMBO Fellowship Programme must be in compliance with the respective national and institutional research integrity and ethics requirements, such as those set out in the [Belmont Report](#): Ethical Principles and Guidelines for the Protection of Human Subjects of Research, and in the [European Code of Conduct for Research Integrity](#). These refer to questions relevant to the use in research of human materials, including human embryonic stem cells, the use of animal models and, in general, any other potential ethical issues that may arise during the applicant's daily research activities. Applicants may be asked to provide evidence that their planned research conforms to the relevant regulations that apply at the host institution. In line with our commitment to the principles of research integrity, we require all EMBO Postdoctoral Fellows to complete an online course on research integrity.

Use of artificial intelligence (AI) tools

EMBO acknowledges the value of using Artificial Intelligence (AI) tools, as well as human feedback, in the preparation of funding applications. Applicants are fully and solely responsible for the originality and accuracy of their applications.

To provide transparency, applicants are requested to disclose whether AI tools were used in preparing their applications, and for what purpose (*e.g., chatGPT was used to improve language style*).

EMBO will continue following the developments in generative AI and adapt this policy as required.

Number of applications per selection round

Candidates may only submit one application, for one project, at one host laboratory at each round of selection. More than one applicant can apply to the same host laboratory provided they propose different projects.

Re-application

Re-application is permitted only once. **However, we will only consider a re-application in case of substantial changes to the proposal and/or the CV of the applicant or a change of host lab. The applicant should outline in the “Other Funding” section under “application changes” detailed and exact changes made to the proposal and/or the CV.** Candidates can re-apply for the next round of selection while a decision is being made on their first application only if they will not be eligible after the decision on the first submission is made.

Industrial research laboratories and applied projects

Applications to work in an industrial research laboratory with the intention to develop new commercial products or procedures will not be considered. Applications to work in an industrial or for-profit research laboratory to develop a basic research project in biology are eligible.

Projects with an aim to develop an application, commercial product or process, or a device may be considered if there is a fundamental biology question behind the project to be answered. For instance, development of technologies that enable biological discovery (microscopy, PCR, etc.) may be eligible for funding.

Application process

Applications for an EMBO Postdoctoral Fellowship are accepted via the EMBO [online application system](#).

There are no application deadlines for EMBO Postdoctoral Fellowships, but there are two cutoff evaluation dates:

Second Friday of February, 2 PM Central European Time: Applications submitted up to this date will enter the Spring Selection Round. Results for this round will be announced at the end of June of the same year.

Second Friday of July, 2 PM Central European Summer Time: Applications submitted up to this date will enter the Autumn Selection Round. Results for this round will be announced at the end of December of the same year.

Although the online application system will be open throughout the year, the system may be closed for short periods after each selection deadline for technical and maintenance purposes and occasional downtimes may occur at any time. Candidates must take these potential issues into consideration during their application process.

Applicants need to register for an EMBO online application account. Once login details for the account have been received by e-mail it is possible to start an application.

Applications must be written in English and no special formatting is allowed. Similarly, figures and tables **cannot be included** in the application.

Applications and supporting documentation (two reference letters and the acceptance letter from the receiving institute) are only accepted via the EMBO [online application system](#). Please keep in mind that one of the reference letters **must** be from the PhD supervisor/PhD co-supervisor and none of the reference letters can come from referees in the receiving institute. We require that the reference letters and acceptance letter from the receiving institute use institutional email addresses and not private ones.

No application can be completed without all the information required, including the two reference letters and the acceptance letter from the receiving institute.

The date, according to Central European Time, on which the candidates successfully submit their application is the reference date for eligibility and evaluation. Changes in address or contact email that occur after submission of an application are the only changes permitted after the application is submitted without re-opening it. All other changes, including publication updates, will require the office to re-open the application which will change the submission date to the date when the application completed and submitted. Please note that this may cause the application to become ineligible. Once the application enters the evaluation process no further changes are allowed.

IMPORTANT: Registration for an EMBO online application account is not sufficient to enter the corresponding evaluation round. An application is only regarded as complete once all the required information is submitted and the candidate confirms completion. Applications completed after 14:00 CE(S)T on the day of the evaluation cutoff deadline will enter the next evaluation round. **NO EXCEPTIONS WILL BE MADE.**

For a detailed description of the information that will be requested during the application process, screenshots of the online form are included in the Annex.

Selection process

The primary selection criteria applied by the EMBO Fellowship Committee are scientific excellence of the candidate, the project and the host laboratory.

Aspects considered are:

Scientific achievements of the applicant

- Scientific contributions and CV
- Performance of the applicant based on reference letters

Project proposal

- Quality, scope, novelty and biological significance of the proposed research
- Coherent and logical presentation of the research project

Host laboratory

- Suitability of the host laboratory for the proposed research project and training of the applicant
- Scientific achievements of the host laboratory

Applications to work with host laboratories with which the candidate has collaborated in the past generally receive lower priority for funding. Likewise, projects that are a continuation of an applicant's PhD research will not be considered.

Fellowships are awarded to candidates. However, the selection process also takes into consideration the specific research project proposed by the candidate and the suitability of the host laboratory. For this reason, substantial changes to the proposed project or moving to a different host laboratory will result in the termination of the fellowship. However, exceptions can be made under extraordinary circumstances. The EMBO Fellowship Office must be informed of any intention to change the research project or the host laboratory once a fellowship has been awarded. Requests for such changes are examined by the Head of the Fellowship Programme and the Chair of the Fellowship Committee on a case-by-case basis.

Evaluation timeline (times are approximate)

0-6 weeks after cutoff date. First stage of evaluation: pre-screening

All complete applications are screened by the EMBO office to ensure eligibility requirements are met. Ineligible applications will receive an email explaining why their application is

ineligible. All eligible applicants receive an acknowledgement e-mail within maximum two weeks of the evaluation cutoff date.

Each eligible application is then assessed by three members of the Fellowship Committee.

During the pre-screening, the committee reviews a condensed application form, which consists of:

- the summary of the applicant's main scientific achievements along with the list of publications:
- the summary and biological significance of the proposed work:
- justification for choice of the host lab:
- reference and acceptance letters.

All applicants are informed about the outcome of the pre-screening by email about six to eight weeks after the cutoff date. Approximately, the top 25% of the applications are selected for the second round of evaluation.

7-15 weeks after cutoff date. Second stage of evaluation: interview

For applicants who successfully pass the first evaluation step, an interviewer, who is an expert in the applicant's area of research, is selected from among the EMBO Members and EMBO Young Investigators. Interviews take place through videoconference only. Candidates must give a presentation as part of the interview procedure. The interview lasts ninety minutes: in the first thirty minutes the applicant should introduce their PhD achievements and describe the proposed postdoctoral project, while the following sixty minutes are dedicated to a Q&A session. The interview will take place at the interviewer's convenience.

15-17 weeks after cutoff date. Third stage of evaluation: selection

Applications selected to the 2nd stage are independently evaluated by five members of the EMBO Fellowship Committee. The Fellowship Committee evaluate the full application, along with the respective report from the interviewer.

The committee then meets to take the final funding decisions. For the 2024 Autumn selection round: the Committee will conduct short online interviews with a subset of applicants whose applications need a last evaluation check. Involved applicants will be contacted one week in advance.

All applicants are officially informed about the outcome by email within one week of the committee meeting.

Successful applicants in the Spring Selection Round must start their fellowship between July 1st of that year and February 15th of the following year. Successful applicants in the Autumn Selection Round must start their fellowships between January 1st and August 15th of the following year. Due to practical limitations, fellowships can only start on either the 1st or the 15th of each month.

PLEASE NOTE: No feedback will be provided to applicants at any stage of the application process. Due to the large number of applications the committee members evaluate, they cannot include any individualized comments in their assessments. For feedback to be helpful it must be correct and detailed. To do this for the >1,200 applications received per year, the EMBO office would need to employ several individuals trained to at least PhD level. Instead, the funds are used to support additional fellowships.

Benefits

EMBO Fellows' Network

Every year, fellows awarded two-three years earlier are invited to the EMBO Fellows' Meeting in Heidelberg, Germany. These events bring fellows together in a friendly atmosphere to learn, share experiences, and establish new collaborations and contacts. It is also an opportunity to meet the EMBO staff and give feedback and suggestions on the programme.

EMBO encourages current, former and prospective fellows to follow the programme on [Facebook](#) and X (Twitter) (@EMBOFellows) for further information and events. This is also a great opportunity to meet and connect with your colleagues.

EMBO Laboratory Leadership Courses

EMBO offers its Postdoctoral Fellows the possibility to attend online the [EMBO Laboratory Leadership Courses free of charge](#). Fee waivers are granted to fellows within 3 years of being awarded and only if the fellowship has been held for at least 6 months.

In addition, fellows can take one of the 1-day Scientific Skills courses (online only) from the selection below:

- Communicating Research: Paper Writing & Short Presentations
- Applying Design Principles to Schematic Figures

The number of available spots will be determined each year depending on the budget.

The EMBO Laboratory Leadership and the Scientific Skill courses are hosted by the Fellowship office directly. The Fellowship office will send out regular updates to notify EMBO Fellows regarding upcoming courses and how to register for them.

EMBO Non-Stipendiary Fellowship

Postdoctoral Fellows who decide to early terminate their Fellowship should contact the Fellowship Office as soon as possible to obtain the correct information on how to properly terminate their Fellowship.

In case of early termination of the EMBO Postdoctoral Fellowship due to funding from another source, postdoctoral fellows can become holders of a non-stipendiary fellowship. To apply for becoming EMBO Non-Stipendiary Fellows, postdoctoral fellows must have received at least one month of paid fellowship and must continue working on the same project and in the same lab as described in the application. Postdoctoral fellows who terminate their fellowship early due to change of research project or career trajectory are not eligible to become EMBO non-stipendiary Fellows.

EMBO Non-Stipendiary Fellows are entitled to attend the Fellows' Meetings and, if they have held the paid fellowship for at least 6 months, the Laboratory Leadership Course for postdocs free of charge.

Please note: It is not possible to directly apply for a non-stipendiary fellowship. Non-stipendiary fellowships are only offered to applicants who terminate early the award and held the EMBO Postdoctoral Fellowship for at least one month.

Applicants who during the evaluation process are awarded with another grant, should get in contact with the Fellowship Office to clarify if they still intend to be part of the selection.

Fellowship Duration

Fellowships are awarded for a period of 24 months although shorter durations can be requested. The minimum fellowship duration that can be requested is 12 months. Fellowships must be started within one calendar year from the relevant evaluation cutoff (for details, see page 10).

Benefits for fellowships in EMBC member states

Contract

EMBO provides funds to the host institution with the sole intention to cover the cost of a full-time employment contract to be issued by the host institution to the awardee. These costs include employer's social contributions, awardee's social contributions, taxes and the net salary of the awardee. The EMBO Postdoctoral Fellowship does not cover bench fees, overheads, funds for consumables or any other financial benefits to the host supervisor or the receiving institute. The [grant rate](#) depends on the country being visited. The transfer of funds and their use is regulated by a grant agreement that will be signed by both EMBO and the Host Institution. The contract between the host institution and the awardee will be issued according to the local and national regulations in each of the EMBC member states.

PLEASE NOTE: The grant rates listed above are not an indication of a gross salary. The net salary of a fellow may be lower. Please also note that if the host institution's internal, local or national regulations limit the maximum salary of the awardee to a level below the funds provided by EMBO, the host institution shall return the remaining funds to EMBO. **Applicants should inform themselves of the salary and employment conditions with their intended host institute.**

Travel and relocation allowance

The travel & relocation allowance is intended to support the travel and relocation costs of eligible fellows and their families. The principles, rules and eligibility criteria as well as current rates are available in the [travel and relocation policy](#).

Maternity and Parental leave

Part of the funds transferred to the Hosting Institute is used to cover the social contribution of the fellow, therefore the fellow has access to the welfare system of the hosting country to get parental benefits. Fellows whose children are born during their fellowship are entitled to request an extension of their fellowship at no cost for EMBO equal to the time they take as maternity and/or parental leave. The extension needs to be requested by the host supervisor to the EMBO Fellowship office before the end of the fellowship.

Long-term sick leave

Similarly to the parental leave, fellows who due to sicknesses are not allowed to work for an extended period of time and that during this time are paid by the social security system of the hosting country can require an extension of their fellowship at no cost for EMBO. The extension needs to be requested by the host supervisor to the EMBO Fellowship office before the end of the fellowship.

Part-time work

It is possible to work part-time during the fellowship at no additional cost for EMBO. The request to work part time shall be discussed with the Host Supervisor and the Fellowship Office. **Please note:** the maximum fellowship duration (full-time plus part-time) must not exceed 36 months.

Benefits for fellowships in EMBC Associate Member States, Countries/Territories covered by a co-operation agreement and non-member states

Fellows going outside EMBC member states receive a stipend (see below) for 24 months unless a shorter time is requested (minimum of 12 months). Fellows receiving a stipend also have access to child day-care allowance, relocation allowance, EMBO fellows' network activities and Laboratory Leadership courses, like fellows in EMBC member states (please see the section above). Please note that additional benefits listed below compensate for benefits that are normally regulated by employment contracts in EMBC member states.

Stipend instead of an employment contract

The stipend is solely intended to cover the cost of living in the host country. The EMBO Postdoctoral Fellowship does not cover bench fees, overheads, funds for consumables or any other financial benefits to the host supervisor or the receiving institute. The [stipend rate](#) depends on the country being visited and might be subject to taxation. *We cannot advise on national tax regulation, and we recommend fellows to contact the relevant authorities in the host country.*

Travel and relocation allowance

The travel & relocation allowance is intended to support the travel and relocation costs of eligible fellows and their families. The principles, rules and eligibility criteria as well as current rates are available in the [travel and relocation policy](#).

Child-daycare allowance

Fellows can claim child-daycare support for children under the age of six who accompany the fellow to the host country during the fellowship. The incurred child day-care costs up to a total of €2.500 per fellowship year and per child is permitted. The corresponding amount is prorated according to the fraction of the year in which child-daycare expenses were incurred. The child-daycare allowance can be claimed upon completion of the first year of the fellowship and presentation of the childbirth certificate; the resulting amount will be transferred directly to the fellow as a reimbursement.

Dependent child allowance

EMBO fellows are entitled to receive a country-specific additional allowance for dependent children under the age of 18. See the [stipend rate](#) sheet for further information.

Parental leave

Fellows whose children are born during their fellowship are entitled to 3 months paid parental leave. Parental leave has to begin within 6 months of the birth of a child. Fellows who take parental leave during the fellowship are entitled to an extension of their fellowship for an equivalent period. This extension must be requested by the host supervisor at the end of the fellowship.

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

Part-time work

It is possible to work part-time during the fellowship at no additional cost for EMBO. The request to work part time shall be discussed with the Host Supervisor and the Fellowship Office. **Please note:** the maximum fellowship duration (full-time plus part-time) must not exceed 36 months.

Annex – EMBO Postdoctoral Fellowships Application Form (Preview)

Read this first

- Referees
- Receiving Institute
- Proposed Work
- Present Position
- PhD & Post-Doc
- Other Grants
- Scientific CV
- Admin Section
- Finish Submission

[Save Progress - Status](#)

[Save Progress](#)

BEFORE YOU PROCEED

This is a multi-part form that can be completed without following a specific sequence. Please use the tabs in the navigation bar on the left to move back and forth between the different sections.

You may save the content of the form at any time by clicking on the **"Save Progress"** button in the left navigation bar. The form will also auto-save any changes you have made to its contents at regular intervals.

To avoid the creation of multiple copies of the application, please always log out of the system once you have finished your working session.

Email requests to the receiving institute (proposed supervisor) and referees will be sent by the system as soon as valid recipient names and email addresses have been entered, and as soon as the recipients have been activated with the respective check boxes. EMBO accepts reference and acceptance letters only from institutional email addresses. Such letters received from non-institutional email providers like Gmail, Yahoo, Hotmail, etc. will render the application ineligible. **Enter this information as soon as possible** – even if you have not completed the rest of your application – to avoid unnecessary delays. Please get in touch with your referees and host supervisor to double-check that they have received the link to the online submission forms.

PLEASE NOTE: It is your responsibility to ensure that all supporting documents (reference and receiving institute acceptance forms) are received in time. You will **not** be able to submit the application form as complete without those supporting documents.

Take special care not to exceed the **character or word count limits** imposed on certain fields. Your application **cannot** be submitted as "complete" with those limits exceeded.

Once you have filled in all required (*) fields and submitted the form with the "Form complete" box ticked, you will no longer be able to modify your application. However, a printable summary of the entire application will be displayed for your reference upon final submission, and will stay available on your home page afterwards.

Your final application number (i.e. ALTF number) will be assigned after the cutoff date and will be sent to you in a separate acknowledgment email, usually within 2 weeks after the cutoff date.

Only applications that are submitted as complete at the cutoff date and time can be considered. **There will be no extensions and no exceptions for late or incomplete applications.**

ANNUAL CUTOFF DATES / TIMES:

Second Friday in February, 14:00:00 Central European Time (CET)

and

Second Friday in July, 14:00:00 Central European Summer Time (CEST)

IMPORTANT: Please be sure to have read and understood the [information on our website](#) and in the [Postdoctoral Fellowships Guidelines \(PDF\)](#), in particular the eligibility criteria for the award of EMBO Postdoctoral Fellowships.

Technical support — If you encounter problems and need technical assistance regarding the online form, please send an email to fellowships@embo.org. Be sure to state: (1) the operating system and web browser version you are using; (2) whether the problem can be reproduced on another computer/operating system/web browser; and (3) as detailed a description as possible of the problem, including any error messages you see; attach a screenshot illustrating the problem if possible.

Applying for

NOTE: Your registration profile details i.e. title, name and email address (greyed out below) can only be changed via the [Account Settings](#) page. Please ensure that your name is spelled correctly and in mixed case lettering (ie "Jane Smith" rather than "jane smith" or "Jane SMITH").

Title* Prof. Dr Ms Mr Mx

First name*

Last name*

Email address*

Citizenship*

Date of birth*

Gender* Female Male Prefer not to say Self-specify

... self-specify:

ORCID*

Contact address*

... line 2

... line 3

... line 4

Town*

Post code*

in*

- Read this first
- Referees**
- Receiving Institute
- Proposed Work
- Present Position
- PhD & Post-Doc
- Other Grants
- Scientific CV
- Admin Section
- Finish Submission

Save Progress - Status

Save Progress

Please add names and addresses of two persons (**not** from the receiving institute) from whom confidential scientific references will be requested. One of the referees **must** be your PhD supervisor.

Add this information as soon as possible - even if you have not completed the rest of your application.

The system will send an automatic request email to your referees soon after you mark the corresponding "Activate referee" checkbox.

The referees will be requested to follow the provided link to an online form where they will be able to fill in their reference letter. This online reference letter is confidential and progress can be saved at any moment.

EMBO accepts reference only from institutional email addresses. Reference letters received from non-institutional email providers like Gmail, Yahoo, Hotmail, etc. will render the application ineligible.

Confirm with your referees that they receive this email, otherwise contact fellowships@embo.org. IMPORTANT: Reference letters are limited to 400 words (-1 page). Please confirm with your referees that they are aware of this length restriction.

Name and Address of Referee 1

Title* Prof. Dr. Ms. Mr. Mx

First name*

Last name*

Institutional email*

Is this referee your PhD supervisor?* Yes No
(Note: one of your letters of reference MUST come from your PhD supervisor.)

Institute*

... line 2

... line 3

... line 4

Town*

Post code*

in*

Telephone number

Activate referee 1*

IMPORTANT: If the option "Activate this referee" (below) is checked, and if you have entered a name and email address above, the system will send an email request for a letter of reference to this person. **Please note that you will no longer be able to change name or email address of the referee after the form has been saved with the "Activate this referee" option selected.** Contact fellowships@embo.org if you need assistance modifying this information.

Activate this contact

Name and Address of Referee 2

Title* Prof. Dr. Ms. Mr. Mx

First name*

Last name*

Institutional email*

Is this referee your PhD supervisor?* Yes No

Institute*

... line 2

... line 3

... line 4

Town*

Post code*

in*

Telephone number

Activate referee 2*

IMPORTANT: If the option "Activate this referee" (below) is checked, and if you have entered a name and email address above, the system will send an email request for a letter of reference to this person. **Please note that you will no longer be able to change name or email address of the referee after the form has been saved with the "Activate this referee" option selected.** Contact fellowships@embo.org if you need assistance modifying this information.

Activate this contact

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Save Progress - Status

Save Progress

Please add the name and address of the receiving institute supervisor, from whom an acceptance letter will be requested. **Add this information as soon as possible** – even if you have not completed the rest of your application. The system will send an automatic email of request to your proposed supervisor. The receiving institute acceptance form should only be submitted online; no hard copies are required.

The receiving institute supervisor will be requested to follow the provided link to an online form where they will be able to fill in their acceptance letter. This online acceptance letter is confidential and progress can be saved at any moment.

EMBO recognizes only acceptance letter from institutional email addresses. Acceptance letters received from non-institutional email providers like Gmail, Yahoo, Hotmail, etc. will render the application ineligible.

Check with your receiving institute that they received this email, otherwise contact fellowships@embo.org.

Receiving Institute

Institute*

... line 2

... line 3

... line 4

Town*

Post code*

in*

Please give your starting date (or planned starting date) at the receiving institute*
 IMPORTANT: Be sure to follow the Guidelines for Applicants (PDF). This date might not necessarily be the same as your start date for the fellowship.

Supervisor

Title* Prof. Dr Ms Mr Mx

First name*

Last name*

Telephone number

Fax number

Institutional email address*

Activate this contact*

IMPORTANT: If the option "Activate this contact" (below) is checked, and if you have entered a name and email address above, the system will send an email request for a Receiving Institute Acceptance Form to this person. **Please note that you will no longer be able to change name or email address of the contact after the form has been saved with the "Activate this contact" option selected.** Contact fellowships@embo.org if you need assistance modifying this information.

Activate this contact

Institute director

Title* Prof. Dr Ms Mr Mx

First name*

Last name*

Justification

FORMATTING GUIDELINES FOR REFERENCES:

- (i) Include the complete list of authors followed by year, full titles, journal, volume and pages;
- (ii) Add an asterisk (*) behind your host supervisor's name in the authors' list;
- (iii) In the case of shared first authorship with equal contributions, please keep the order of authors as they appear on the original publication and add a statement like "(AG and FT contributed equally to this work)" underneath the reference;
- (iv) Use "... " or "et al." ONLY if there are more than 20 authors; in that case, be sure to include all relevant first and corresponding/senior authors.

Formatting example: Thiru A, Nietlispach D, Mott HR*, Okuwaki M, Lyon D, Nielsen PR, ... Laue ED. (2004) Structural basis of HP1/PXXL motif peptide interactions and HP1 localisation to heterochromatin. EMBO J. 23: 489-499

Only list published papers, papers accepted for publication and papers available to the community through preprint servers.

Please list 3 key publications of the host laboratory in the area of your proposed research.*

Please briefly describe your personal motivation to choose this particular laboratory for your postdoctoral training.*
 (max. 200 words)

0 / 200 Words

In case your host laboratory is located in a non-EMBC state, please list other laboratories in EMBC Member States / Associate Member States where similar work could be carried out.
 (max. 100 words)

0 / 100 Words

HOME ACCOUNT SETTINGS LOGOUT

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Proposed Work

Project title*

Summary and biological significance of the proposed research*
Please provide a 250 word summary of the proposed activity and the biological significance of the project. Please follow this structure: Introduction, experimental design / aim, expected outcome.

0 / 250 Words

Proposed work at the receiving institute*
Please provide a research plan, including a timeline of the proposed activity at the receiving institute. This must be written by the applicant and may not exceed 1,500 words. Do NOT include a list of referenced literature in this place but use the following field instead.

0 / 1500 Words

Literature references for proposed work*

FORMATTING GUIDELINES FOR REFERENCES:

(i) Include the complete list of authors followed by year, full titles, journal, volume and pages, DOI;

(ii) Use "... " or "et al." ONLY if there are more than 10 authors; in that case, be sure to include all relevant first and corresponding/senior authors.

(iii) Include citations, using Vancouver/numbering style with references numbered in the text within brackets.

Formatting example:
 (1) Thiru A, Nietispach D, Mott HR, Okuwaki M, Lyon D, Nielsen PR, ... Laue ED. (2004) Structural basis of HP1/PKXXL motif peptide interactions and HP1 localisation to heterochromatin. EMBO J. 23: 489-499, <https://doi.org/10.1038/sj.emboj.7600088>

Only list published papers, papers accepted for publication and papers available to the community through preprint servers.

Use this space for a complete list of references for the above proposal, including full bibliographic details.

Keywords*
List 5 short keyword terms to describe the proposed research. Separate those terms with "/". (max 20 words)

0 / 20 Words

Subject area 1*

Subject area 2*

Proposed starting date of the fellowship/ grant*
Possible start dates are (a) between 1 July of the same year and 15 February of the next year for the February deadline; or (b) between 1 January and 15 August of the following year for the August deadline, respectively. Refer to the Guidelines for Applicants (PDF) for details.

Proposed duration of the project (between 12 and 24 months)*
number only

Interviewer Conflicts

If you would like to request exclusion of a particular EMBO Member or Young Investigator as the interviewer for your application, please list the full name, the institute, and the reason for exclusion (e.g. direct competitor).

Interviewer Suggestions

If you would like to suggest a particular EMBO Member or Young Investigator as the interviewer for your application, please list the full name, the institute, and the reason for suggestion.

Ethical Information

Does your proposal include research on human embryonic stem cells or any other human material?*

Yes No

If yes: please give detailed information on why it is necessary to use this material, whether ethical approval according to relevant legislation has been obtained, list any approval and licenses obtained (please include references)*

Does your proposal include research on animals?*

Yes No

If yes: Explain why this specific animal model was selected for the research project, explain the advantages of the animal model compared to alternative not-animal based models, provide information about the number of animals that will be used during the project. In addition, please describe procedures that will be put in place in order to minimise any suffering of animals.*

Does your proposal include any other aspect that may have an ethical impact?*

Yes No

In case of yes please specify*

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Present position

Required field*.

PhD Student
 Post-doctoral Researcher
 Research Assistant
 Principal Investigator
 Other

When did you start in the present position? (dd/mm/yyyy)*

Until when do you expect to stay in your present position? (dd/mm/yyyy)*

Name and Address of "Home Institute"

Your "Home Institute" is your latest **work** address that is **not** identical to the "receiving institute" you are proposing to move to. If you have already arrived at the receiving institute, please list the full name and address of the institute at which you carried out your most recent pre- or postdoctoral work **before** arriving at the receiving institute. This information is particularly important because it is used to check mobility. If wrongly filled, it may affect the application's eligibility.

Institute*

... line 2

... line 3

... line 4

Town*

Post code*

in*

Work at "Home Institute"

Please add a description of the work you carried out at the "Home Institute". Please focus on your responsibilities at the home institute, your role and your contributions to the lab activities. If the home institute is different from your PhD institute, please also use this field to briefly describe the key scientific achievements. (max. 500 words)*

0 / 500 Words

Literature references for work carried out at "Home Institute"*

FORMATTING GUIDELINES FOR REFERENCES:

(i) Include the complete list of authors followed by year, full titles, journal, volume and pages, DOI;

(ii) Use "... " or "et al." ONLY if there are more than 10 authors; in that case, be sure to include all relevant first and corresponding/senior authors.

(iii) Include citations, using Vancouver/numbering style with references numbered in the text within brackets.

Formatting example:

(1) Thiru A, Nietlispach D, Mott HR, Okuwaki M, Lyon D, Nielsen PR, ... Laue ED. (2004) Structural basis of HP1/PXVXL motif peptide interactions and HP1 localisation to heterochromatin. EMBO J. 23: 489-499, <https://doi.org/10.1038/sj.emboj.7600088>

Only list published papers, papers accepted for publication and papers available to the community through preprint servers.

Use this space for a complete list of references for the above synopsis, including full bibliographic details.

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PhD Award

PhD awarded in*

Date of PhD* Duration of PhD thesis work*
Date on which PhD was / will likely be awarded (dd/mm/yyyy) (number in months)

Name and institute of PhD supervisor*

Please describe briefly the main scientific achievements of your PhD project. (max. 200 words)*

0 / 200 Words

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Other funding sources

Please list other grants, awards, contributions or fellowships (towards either travel or subsistence expenses of the proposed visit) you are receiving or applying for. This has no influence on evaluation and is simply for statistical purposes.

Funding history

List previously held fellowships from EMBO or other organizations with dates (month/year)

Previous applications for EMBO Fellowships

If you have previously applied for EMBO funding, please specify the **most recent** application number(s).

If you received an EMBO SEG award, please select **ASTF**

Example: "ALTF" | "123" | "2009".

| | | | | | |
|---------------------|--|---------|----------------------|---------|--|
| 1: Fellowship type: | <input type="text" value="Select type"/> | number: | <input type="text"/> | - year: | <input type="text" value="Select year"/> |
| 2: Fellowship type: | <input type="text" value="Select type"/> | number: | <input type="text"/> | - year: | <input type="text" value="Select year"/> |

Changes since previous application

Only applicable if you have previously applied for an EMBO Postdoctoral Fellowship

0 / 200 Words

Career breaks

Duration of career breaks due to child care or military/civil service*
(total number of months; enter "0" if not applicable)

Duration of career break due to any other reasons*
(total number of months; enter "0" if not applicable)

Please specify the reasons and dates of your career breaks. Please include any career break with a duration of greater than four weeks. Please specify where you were located during the career break.

Contact the EMBO Fellowship Office (fellowships@embo.org) if you think any interruption may affect your eligibility.

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Research Experience

Please list in **reverse chronological order**, starting from your current position, your research training and position held (including visits to other labs), until the beginning of your PhD position.

State the duration (mm/yyyy - mm/yyyy), kind of training position, the research topic (max 1 sentence), the supervisor, the institute (plus city and country), if applicable. Please also account for any gap in your CV longer than 4 weeks.

DO NOT include achievements, prizes, publications, courses or training shorter than 4 weeks: this information will be deleted by the office during the eligibility checks since not relevant for the evaluation of the proposal.

Formatting example:
 (02/2020 - 04/2024) PhD student.
 Study of the role of Cathepsins in prostate cancer.
 Department of biochemistry, biology and genetics, University of Turin, Turin, Italy.

Full C.V. since PhD research*

Education

Please list, in **reverse chronological order**, your education and training prior to your PhD work, up until the beginning of your university (or equivalent) studies.

Please state the duration (mm/yyyy - mm/yyyy), the university (city and country), major subjects and the degree obtained, if applicable. Do not list the stages of your pre-university education. You may, however, include any professional, non-academic position held in the past. Please do not list any course/training shorter than 4 weeks.

Formatting example:
 (09/2019 - 02/2021) Master in Biotechnology.
 Summa cum Laude.
 Main topics: biology, genetics and biochemistry.
 University of Prague, Prague.

Education and training prior to your PhD work, starting from the beginning of your university (or equivalent) studies*

Publications

FORMATTING GUIDELINES FOR REFERENCES:

(i) Include the complete list of authors followed by year, full titles, journal, volume and pages, DOI:

(ii) Add an asterisk (*) behind your own name in the authors' list;

(iii) In the case of shared first authorship with equal contributions, please keep the order of authors as they appear on the original publication and add a statement like "(AG and FT contributed equally to this work)" underneath the reference; if you are first co-author but your name is in second or third position, and your co-authorship is not clearly indicated, the publication will not be considered as first authorship and the application might be ineligible.

(iv) Use "... " or "et al." ONLY if there are more than 10 authors; in that case, be sure to include all relevant first and corresponding/senior authors.

(v) Please number your publications.

(vi) DO NOT describe the content of the papers. This will be deleted by the Fellowship office.

Formatting example:
 (1) Thiru A, Nietispach D, Mott HR*, Okuwaki M, Lyon D, Nielsen PR, ... Laue ED. (2004) Structural basis of HP1/PXXVL motif peptide interactions and HP1 localisation to heterochromatin. EMBO J. 23: 489-499, <https://doi.org/10.1038/sj.emboj.7600988>

ONLY list published papers, papers accepted for publication, and papers available to the community through preprint servers. Papers in preparation, under review or in revision (but not accepted) should NOT be listed; they will in any case not be considered for the evaluation of your application.

Do not mention journal impact factors when you list your papers.

Number of publications in international peer-reviewed journals or preprint servers*
(excluding review articles and manuscripts submitted or in preparation)

Number of first author publications in international peer-reviewed journals or **Refereed Preprint**. To count as first-author publication, the papers posted on preprint servers must be associated to a in-depth peer review publicly available.*

(excluding review articles, manuscripts submitted or in preparation, and unrefereed preprints)

List up to **three primary research papers in which you are an author** and which in your view provided the most important and original contributions to scientific knowledge irrespective of journal name or impact factor (excluding review articles or manuscripts submitted, in revision or in preparation). In **reverse chronological order**. Papers available through preprint servers can be listed and will be taken into consideration. Please number the publications.*

List any **additional** (co-) authored, peer-reviewed publications in international journals (excluding review articles or manuscripts submitted, in revision or in preparation), in **reverse chronological order**. Papers available through preprint servers can be listed and will be taken into consideration. Please continue the numbering from the previous box.

List your (co-) authored publications belonging to the category of review articles, viewpoints, etc. (excluding manuscripts submitted, in revision or in preparation). Papers available through preprint servers can be listed and will be taken into consideration. Please continue the numbering from the previous box.

List any academic prizes or honours you have received

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Further Eligibility Details

Please state if you have been granted an exception by the EMBO Fellowship Office

0 / 100 Words

Marital details

Marital status* Single Married Officially recognised couple

Number and age of children
e.g. 2 (age:4,6)

Travel

From home country

To host country

Any additional comments regarding your travel

Questionnaire

Your answers in this questionnaire will help us to improve our services for all applicants. Your answers are collected for statistical purposes only and will have no influence on the review of your application.

How did you first hear about EMBO Postdoctoral Fellowships?

- Supervisor
- Colleague
- EMBO information material at conference
- EMBO staff at conference
- Google or other web search
- Social online network or blog
- Other online resource
- Print or online ad
- EMBO Website (www.embo.org)

... please specify:

What other fellowship programmes are you aware of that might fund your project?

| | |
|--------------------------|--|
| Read this first | <p>Once you have completed the application form, and both reference forms and the acceptance letter from the receiving institute have been received, check the "Form complete" box below.</p> <p>The form will then be validated, and any remaining problems (character count, required fields) will be highlighted.</p> <p>The "Submit form" button will only become active if (i) the "Form complete" box is checked, (ii) all letters of support have been received and (iii) the form content has been validated.</p> <p>Please note that the reference date for eligibility calculations is the date on which you submit your complete application. Changes after this date are possible, provided that your application has not entered any evaluation round. However this requires re-opening of the application form by the EMBO Fellowship Office; the reference date will be changed to the new submission date.</p> <p>A printable summary of the entire application will be displayed for your reference upon final submission, and will stay available on your home page afterwards.</p> |
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| Admin Section | |
| Finish Submission | |

Save Progress - Status

Save Progress

Application status

- Reference 1 complete
- Reference 2 complete
- Receiving Institute letter complete

- Form complete

Submit form