Instructions

*Step 1: Fill in the application below and insert your (electronic) signature.*

*Step 2: Fill in the* [*budget format*](https://vub.sharepoint.com/%3Ax%3A/t/ORG-UOS/ESqY9eKrirVDnFDJk8Z2h_MBHoIT3PMvNqT0grhyzg9kww?e=WhQsk1)

*Step 3: Send the duly filled in application, budget and mandatory annexes to ICOS@vub.be*

General information

|  |  |
| --- | --- |
| Title proposal: | Click or tap here |
| First name VUB supervisor: | Click or tap here |
| Last name VUB supervisor: | Click or tap here |
| Email VUB supervisor: | Click or tap here |
| Gender VUB supervisor: | Click or tap here |
| Faculty VUB supervisor: | Click or tap here |
| Department VUB supervisor: | Click or tap here |
| First name local supervisor: | Click or tap here |
| Last name local supervisor: | Click or tap here |
| Email local supervisor: | Click or tap here |
| Gender local supervisor: | Click or tap here |
| Institution local supervisor: | Click or tap here |
| Faculty local supervisor: | Click or tap here |
| Partner Country: | Click or tap here |
| Estimated budget of project: | Click or tap here |
| Estimated start of project: | Click or tap here |
| Estimated end of project: | Click or tap here |

1. Context
	1. Describe the general context of the project set-up (max. 2000 characters)

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| Click or tap here to enter text |

* 1. List the proposed MSc candidate(s)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| First name | Last name | Gender | Nationality | Email | Programme that will be followed |
|       |       |       |       |       |       |
|       |       |       |       |       |       |
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1.3. Details PhD candidate(s)

|  |  |
| --- | --- |
| First name: | Click or tap here |
| Last name: | Click or tap here |
| Email: | Click or tap here |
| Gender: | Click or tap here |
| Faculty: | Click or tap here |

1.4. Provide short research outline for the PhD candidate(s) and periods of stay in Belgium (max. 2000 characters)

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| Click or tap here to enter text |

1.5. Reserve MSc candidate(s)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| First name | Last name | Gender | Nationality | Email | Programme that will be followed |
|       |       |       |       |       |       |
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|       |       |       |       |       |       |

1.6. Details reserve PhD candidate(s):

|  |  |
| --- | --- |
| First name: | Click or tap here |
| Last name: | Click or tap here |
| Email: | Click or tap here |
| Gender: | Click or tap here |
| Faculty: | Click or tap here |

1.7. Provide short research outline for the reserve PhD candidate(s) (max. 2000 characters)

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| Click or tap here to enter text |

1. Alignment with the Sustainable Development Goals

Within which SDG does the project fit and what transversal themes will be covered?

*You can select multiple SDGs, policy markers and thematic tags. The first row shows the full list.*

|  |  |
| --- | --- |
| SDGs | Policy Markers /Thematic Tags |
| Choose an item. | Choose an item. |
|       |       |
|       |       |
|       |       |
|       |       |
|       |       |

1. Effectiveness
	1. Is there a win-win situation for both institutions? (max 1500 characters)

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| Click or tap here to enter text |

* 1. What are the expected outputs (activities) and outcomes (what do you want to achieve)? (max. 1500 characters)

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| Click or tap here to enter text |

1. Efficiency

Describe how you can guarantee that conditions (expertise of the promoters, good existing collaboration, good joint selection process, good candidates) are available, both locally and at VUB, so that research plans can be executed successfully, and that the allocated funds can be used optimally.

* 1. Expertise of the promoters. (max. 1000 characters)

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| Click or tap here to enter text |

* 1. Existing collaboration (max. 1000 characters)

*Describe the ongoing collaboration between both institutions*

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| Click or tap here to enter text |

* 1. Joint selection process (max. 1500 characters)

*Describe the selection process of the proposed candidates in detail. Who was involved? What were the selection criteria? How it guarantees the selection of good candidates, supported by both institutions?*

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| Click or tap here to enter text |

* 1. Describe the link of the candidates with the local institution (max. 1000 characters)

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| Click or tap here to enter text |

1. Impact
	1. Describe the long-term effect of the scholarships on the collaboration between both institutions. (max. 1500 characters)

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| Click or tap here to enter text |

* 1. How will this grant package influence on the activities planned in the future between both institutions? (max. 1500 characters)

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| Click or tap here to enter text |

1. Sustainability
	1. What is the commitment of the local institution to retain the candidates after graduation? (max. 1000 characters)

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| Click or tap here to enter text |

* 1. What kind of future collaborative activities are planned? (max. 1000 characters)

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| Click or tap here to enter text |

* 1. How well are the planned activities related to the strategy and/or research policy of the VUB department/faculty? (max. 1000 characters)

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| Click or tap here to enter text |

I, Click to enter your name

hereby confirm that I’ll act as promotor of this application.

**Signature:**

****

1. Annexes

For each student:

1. Copy of passport (if available) for visa purpose
2. Short CV, with focus on professional activities
3. Copy of last obtained relevant diploma and transcript of records
4. Current affiliation with the local institution (letter of home institution of the student)
5. Conditional acceptance to the Master or PhD programme. This can be either a (conditional) acceptance letter issued by the VUB registrar’s office, or a provisional acceptance letter signed by the VUB promotor/programme director. In case of PhD, also a (conditional) acceptance letter by the home university of the student.
6. For PhD: planning with an overview of the planned activities at the local institution and for each stay in Belgium over the years.