



APPLICATION
GUIDELINES
FOR SHORT STAYS

BARRANDE FELLOWSHIPS

FRANCO-CZECH DOCTORAL MOBILITY PROGRAMME

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Programme objectives

The French Institute in Prague (IFP) and the Czech Ministry of Education, Youth and Sports (MEYS) coordinate the Barrande fellowship programme, the exchange mobility programme for Ph.D. students between the Czech Republic and France. The programme is designed to provide Ph.D. students in the Czech Republic with opportunities to study in France and Ph.D. students in France with opportunities to study in the Czech Republic. With all the scientific fields being represented, it enables Ph.D. students to acquire international expertise in **humanities, life and natural sciences, exact sciences and engineering, economical and juridical sciences, medicine and others.**

The aim of the programme is to enhance international education exchange while encouraging scientific cooperation between French and Czech research teams. Students from France and the Czech Republic are encouraged to extend their research abroad and learn new skills they will be able to develop further in their home countries. They become the spearheads of French-Czech bilateral relations. In pursuit of this aim, the programme funds “cotutelles” and short-term research stays.

Eligibility

1. Nationality

- The programme is open to all Ph.D. students registered at a Czech higher education institution for studies in France (except French citizens), and to all Ph.D. students registered at a French higher education institution for studies in the Czech Republic.

2. Degree requirements

- Students need to be enrolled in a doctoral study programme when beginning their research stay abroad.

3. Faculty requirements

- Research stays take place at a university, a research centre, or a university hospital.
- **In the Czech Republic.** Beneficiaries from French universities will receive the grant from a Czech public institution of higher education. Therefore, the applicant is obliged to contact his/her academic supervisor in the Czech Republic and gain acceptance. Together with him/her, the applicant will take steps towards the admission to his/her target faculty which will eventually make a payment of the grant. Here, you can find the public Higher Education Institution in the Czech Republic ([MEYS, Study In](#)) and the faculty in keeping with your research theme.
- **In France.** Applicants from Czech universities who need information on research opportunities in France will find it on the [Campus France website](#) (mapping of French research in all scientific fields and the list of French research labs). Beneficiaries are obliged to contact their target academic supervisor in France and gain acceptance.

4. Language requirements

- The programme is open to all English speakers on the condition that the French or Czech supervisor from the foreign institution agrees with English as the language used during the stay.

Scholarship

The programme offers grants to Ph.D. students for a short-term research stay in France or in the Czech Republic. Length of a short stay is between 1 and 3 months. The scholarship-holder receives a monthly stipend in the amount of **1,000 EUR** in France / **25,000 CZK** in the Czech Republic.

Stays abroad should start on **October 1st or November 1st**.

Transport from France to the Czech Republic and from the Czech Republic to France is at the expense of the grant beneficiary.

Supervision

The applicant should contact the academic supervisor or the faculty/department he/she has chosen, introduce himself/herself, present his/her academic results, then outline the purpose of his/her stay and indicate the period of his/her planned stay. A mention about applying for the Barrande Fellowship should be made as well.

Applicants are advised to inquire first about the existing French-Czech relations at the applicant's home university. If there are none in keeping with the applicant's research theme, the applicant is encouraged to take his/her own initiative in this respect.

Application package

- **Academic CV** (2 pages max) in English
- **Cover letter** (2 pages max) in English

Explain your motivation for applying for the fellowship, present your subject of research, explain your reasons for wishing to do research at the particular foreign institution.

- **Description of the project** (2 pages max) in English

Explain your research topic, specify your research objectives, methodology and expected research results. Develop a detailed study plan with a timeline. State the names and contact information of the Czech and French supervisors and include the expected dates of the stay abroad.

- **Letter from the supervisor at home university**

It should contain your supervisor's agreement with your research project and with its being conducted under the supervision. It should be written in English and contain the expected dates of each stay at the foreign institution.

- **Letter from the supervisor at the foreign university**

It should contain his/her agreement with your research project, willingness to welcome you at the foreign university and the commitment to conduct your research under his/her supervision. It should be written in English and contain the expected dates of the stay at the foreign institution.

Where necessary, the supervisor can state that the student is invited to the foreign institution on the condition that he/she has graduated from the master's study programme at home university.

By signing the letter, the supervisor commits himself/herself to inform the faculty/higher education institution about the intention of the student to apply for the Barrande Fellowship Programme and provide him/her with the contacts on the staff responsible for practical issues at the higher education institution after the applicant is selected.

How to apply

1. Submit the on-line [registration form](#).
2. Download and fill in the [scholarship application form](#).
3. Prepare all the required documents (see above).
4. Send the signed and completed application form along with all the required documents by e-mail to aia@dzs.cz. All the documents must be submitted by **February 26, 2021** at the very latest.

The materials should be submitted in a PDF version with respect to these rules:

Each file in the folder should be named using the following template: LAST NAME first name – Document title (*Example: SMITH John – CV*)

The application package should be in a compressed folder titled LAST NAME first name – Short-term stay – Category (*Example: SMITH John – Short-term stay – LSM*)

The folder name contains the initials of one of these 3 categories in keeping with the academic field of your research:

- Life Sciences and Medicine (LSM)
- Exact sciences and Engineering (ESE)
- Social and Human Sciences and Economy (SHSE)

Selection procedure

1. The Czech National Agency for International Education (DZS) will check the eligibility of every applicant as well as the formal completeness of his/her application.
2. The applicant's research project will be assessed by two independent evaluators. Each of them will use a 10-point scale to assess a degree of fulfilment of the following scientific criteria:
 - Value of the academic support provided by the applicant's thesis supervisor(s)
 - Professional competence of the applicant to successfully complete his/her research project

- Importance and relevance of the applicant's research project for his/her professional development
 - Quality and scientific relevance of the applicant's research project
 - Overall assessment of the application
3. Candidates whose research projects receive fewer than 85 points out of 120 will be eliminated from the competition.

Other important notes

Accommodation

- **In France.** Finding accommodation in France can prove difficult, especially in larger cities, it is, therefore, strongly advised that students start their inquiries early on and get in touch with their host university's doctoral school to provide them with the necessary support. Depending on their status, students may also benefit from the Campus France support in their search for appropriate housing.
- **In the Czech Republic.** Inexpensive accommodation at student dormitories is offered as well as the possibility to have meals at student catering facilities. Beneficiary has to apply for accommodation at a receiving faculty well before their arrival. Students accommodated at university dormitories reimburse the related lodging expenses themselves. The applicants for research stays in the Czech Republic should contact the hosting higher education institutions/ faculties regarding accommodation.

Calendar

Friday, February 26, 2021	Application deadline
Mid-April 2021	Publication of results

Contacts

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