

Grant Programme – Short-term visits Application form

In addition to this application form, candidates should send a cover letter stating the reasons they are applying for a grant and their expected schedule. They should also include their CV, a letter of affiliation to their university and a copy of their passport (or ID document). For PhD candidates, a description of their PhD project as well as a reference letter from a supervisor or a member of the academic staff is requested. Finally, applicants from Armenia must provide contact information for a second reference. The cover letter, as well as the other requested documents, can be sent in English, German or French.

Visits are for a minimum period of one month and a maximum period of three months. If the scholar applies for a conference grant, the duration period will be shorter (up to one week).

I. Personal Data

1. Last name	
2. First name	
3. Gender	Male <input type="checkbox"/> Female <input type="checkbox"/>
4. Date of birth	
5. Citizenship	
6. Passport number	
7. Passport valid until	
8. Email address	
9. Telephone number	
10. Fax number	
11. Postal address	

Do you need a visa? Yes No

II. Academic Background

1. Education (highest degree)	
2. Field of study	
3. Present occupation/position	
4. Academic institution you work for / study at (affiliation)	

III. Purpose of Application

- Conference Grant (up to one week)
 Research Visit (one to three months)

a) Conference

1. Title of conference	
2. Organising institution	
3. Dates of conference	
4. Explain the added-value of your presence at the conference	
5. Will you present a paper at the conference?	Yes <input type="checkbox"/> No <input type="checkbox"/>

b) Research Visit

1. Explain the purpose and the added-value of your visit	
2. Institutions and scholars you will visit in Switzerland	1. 2. 3. 4.
3. Have there already been preliminary contacts with these institutions/ scholars? Yes <input type="checkbox"/> No <input type="checkbox"/>	If the answer is yes, with whom? 1. 2. 3. 4.

V. Dates

Date of arrival:
Date of departure:

The dates must be exact as they will determine the duration of your visa.

VI. Costs Covered

The grant covers the following:

- visa costs
- travel costs (lowest-fare economy class flight ticket; train ticket from and to airport)
- accommodation; in case you stay in Fribourg, the accommodation is organised by ASCN Management
- daily allowances

VII. Deadlines

Applications can be made anytime during the year.

Candidates must send their application at least **4 WEEKS** before arrival.

VIII. Checklist

- application form
- cover letter
- CV
- copy of passport
- description of PhD project (for PhD candidates), 2 pages maximum
- one reference letter (for PhD candidates)
- contact information for a second reference (for PhD candidates from Armenia only)
- letter of affiliation from your university

Date: _____

Please return this form and the requested documents (**preferably in one pdf file**) by email to denis.dafflon@unifr.ch (ASCN Programme coordinator).

IX. Contact information:

Denis Dafflon
ASCN Programme Coordinator
denis.dafflon@unifr.ch

For Georgia

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