

**Project Code**

(To be set by CCO-CRUS)

**F-2a Home Mentor's personal data and information about the scientific project****Host Mentor (Main Applicant)**

Host Mentor's Name

Host Mentor's E-Mail Address

Fellow's Name

Home Country

Acronym and Title of the Project

The Swiss Host Mentor for the Sciex Junior Researchers' Fellowship is the Main Applicant. Sciex will inform the Main Applicant about each step in the progress of her or his application process by e-mail (see "Timing for Proposal Processing" below). We recommend to all parties to establish a safe e-mail address and keep it during the application process and during the Fellow's stay in Switzerland.

**Guidelines**

Please, read these guidelines, before filling in F-2a.

**Eligibility criteria**

Before filling in Sciex proposal forms, make sure that the project is eligible!

- The sending Home Institution must be eligible (see list on [www.sciex.ch](http://www.sciex.ch)).
- The Swiss Host Institution must be eligible and must have filled in a Performance Agreement. The Main Applicant can check on [www.sciex.ch](http://www.sciex.ch).
- The Fellow is either an enrolled Doctoral Candidate with a Supervisor in the Home Institution or a PostDoc employed at the Home Institution.
- For a doctoral Fellowship, start of the Fellowship at the earliest 1 year after having started the PhD studies. For a postdoctoral Fellowship, start of the Fellowship at the latest 5 years after obtaining the doctorate. The date of the examination shall be the decisive date.
- The involved institutions and the Mentors agree to the project by filling in respective forms « F-2a » (Home Mentor), « F-2b » (Host Mentor), « F-3a » (Home Institution), « F-3b » (Host Institution).
- All involved parties must provide precise and concrete data and specifications. If this is not possible, the project is not mature for proposal submission yet.
- All the deadlines are kept.
- The Fellow and the Mentors must have an English language competence on at least level B2 (see English Self-Assessment-Test « T-2.doc »).

**Caution**

- 1) Documents must be sent in a word format and with the correct title (« F-x.doc ») unless they have to be scanned, such as the diploma (« F-1-Diploma.pdf ») and the forms signed by the institutions (« F-3a.pdf », « F-3b.pdf »).

- 2) All names (Mentors, Fellow, etc.) must be written as on the bottom line of the passport (readable characters!).

### Proposal submission

- 1) The Home Mentor fills in Form 2a.
- 2) F-2a must be saved as a **word document** with the following title « F-2a.doc ».
- 3) « F-2a.doc » plus the Home Mentor's CV « F-2a-CV.doc» is sent by the Home Mentor to the Main Applicant (see Name and E-mail Address above).
- 4) The Main Applicant is responsible for sending all forms to [sciex@crus.ch](mailto:sciex@crus.ch) (please see deadlines below!).

### Timing for Proposal Processing

	<b>Related to the proposal submission deadline</b> (One call per year for each country - Please check on <a href="http://www.sciex.ch">www.sciex.ch</a> to know the deadlines for the respective countries.)		
	<b>1<sup>st</sup> Nov.</b>	<b>1<sup>st</sup> April</b>	Submission of all proposal forms to <a href="mailto:sciex@crus.ch">sciex@crus.ch</a>
<b>N-1</b>	15 <sup>th</sup> Nov.	15 <sup>th</sup> April	Formal Check
<b>N-2</b>	20 <sup>th</sup> Dec.	20 <sup>th</sup> May	Scoring
	24 <sup>th</sup> Jan.	24 <sup>th</sup> June	Evaluation Committee
<b>N-3</b>	End of March	End of August	Decision of the Steering Committee
	April	September	Contractual Arrangements

If you have any questions concerning Sciex in general or specifically regarding « F-2a », consult [www.sciex.ch](http://www.sciex.ch) or contact the Coordination Body in your country of origin.

### Evaluation Criteria

Sciex Fellowships are assigned to excellent research teams from all disciplines provided the following conditions: High professional commitment of the team members; Cross-linked, team-minded characters; Ideal scientific correlations; Intense support by the Host and Home Institution.

**Part A Personal data of the Home Mentor**

**Please write all names as written on the bottom line of the respective passport – We can only read and print characters as used in the Swiss alphabet.**

1.	Family name					
2.	First name					
3.	Permanent E-Mail address					
4.	Telephone	Office +	Mobile +			
5.	Gender	Male <input type="checkbox"/>	Female <input type="checkbox"/>			
6.	Title	Dr. <input type="checkbox"/>	PD Dr. <input type="checkbox"/>	Prof. <input type="checkbox"/>	Prof. Dr. <input type="checkbox"/>	Dipl. Ing. <input type="checkbox"/>
7.	Name of Home Institution					
8.	Department					
9.	Unit / Section					
10.	Address	Street:	P.O. Box:			
		Zip Code:	City:			
11.	Country					

**The complete list of disciplines from SNSF is available under [www.sciex.ch](http://www.sciex.ch) / “Application Forms” and may help you for the classification of your proposal.**

**Please indicate with the number 1 the main research field of your proposal (and if necessary with 2, 3, the other research fields involved).**

<p><b>12. Current research fields</b></p> <p><b>Human and Social Sciences</b></p> <p>Philosophy, Psychology, Educational Science and Religious Sciences</p> <p>Legal and Social Sciences, Economics</p> <p>History</p> <p>Archaeology, Ethnology and Visual Arts</p> <p>Linguistics and Literature</p> <p><b>Mathematics, Natural- and Engineering Sciences</b></p> <p>Mathematics</p> <p>Astronomy, Astrophysics and Spatial Sciences</p> <p>Chemistry</p> <p>Physics</p> <p>Engineering Sciences</p> <p>Environmental Sciences</p> <p>Earth Sciences</p> <p><b>Biology and Medicine</b></p> <p>Basic Biological Research</p>	<p><b>13. Research fields involved in your Sciex cooperation</b></p> <p><b>Human and Social Sciences</b></p> <p>Philosophy, Psychology, Educational Science and Religious Sciences</p> <p>Legal and Social Sciences, Economics</p> <p>History</p> <p>Archaeology, Ethnology and Visual Arts</p> <p>Linguistics and Literature</p> <p><b>Mathematics, Natural- and Engineering Sciences</b></p> <p>Mathematics</p> <p>Astronomy, Astrophysics and Spatial Sciences</p> <p>Chemistry</p> <p>Physics</p> <p>Engineering Sciences</p> <p>Environmental Sciences</p> <p>Earth Sciences</p> <p><b>Biology and Medicine</b></p> <p>Basic Biological Research</p>
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General Biology Basic Medical Sciences Experimental Medicine Clinical Medicine Preventive Medicine (Epidemiology / Early Diagnosis / Prevention) Social Medicine	General Biology Basic Medical Sciences Experimental Medicine Clinical Medicine Preventive Medicine (Epidemiology / Early Diagnosis / Prevention) Social Medicine
<b><i>Please send your CV (« F-2a-CV.doc ») with this form to the Main Applicant.</i></b>	

## Part B Mentoring experience and objectives of the Sciex Mentoring activity of the Home Mentor

« F-2a.doc; Part B » should provide evidence to the Scoring Committee(s) on the Mentor's potential to support the Fellow during his or her stay in the Swiss research community.

### 1. Description of mentoring experience and success stories (max. 200 words)

Which mentoring experiences do you have? How do you support/supervise/mentor your Doctoral Candidates or PostDocs?

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### 2. Objective of the Sciex mentoring activity

Which are your objectives of the mentoring of the Sciex Fellow? How do you intend to support the Fellow during his or her stay?

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### 3. Language competences

#### 3.1 English

English level B2 is compulsory for Fellows and Mentors of Sciex. You will be required to write reports and publications in English.

Use the English Self-Assessment-Test „T-2.doc“, to record what you think you can do (x).

I reached _____ points (out of 42) in the Self-Assessment-Test, which reveals, that I master English on at least level B2.	<input type="checkbox"/>
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#### 3.2 Other Languages

e.g. Mother tongue and other language competences, additional to the minimal requirement of B2 in English.

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### 4. Extracurricular activities

e.g. mobility experience (intellectual mobility, interdisciplinarity, countries, public/private sector); networking potential (social activities, team work experiences). Please give us a picture of who you are proactively involved in your non-scientific environment.

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## Part C Connections to the partner country and information about your cooperation with your Mentoring Partner and relevance of the research to be done in Switzerland

Partner Mentor's name		
Are you already cooperating with the partner designated as potential Mentor?	No <input type="checkbox"/>	Yes <input type="checkbox"/>
Are you already cooperating with another partner in the same country?	No <input type="checkbox"/>	Yes <input type="checkbox"/> Partner's Name: Institution:
<u>Previous visit to partner country:</u> Have you been in the partner country before? On which occasion?	No <input type="checkbox"/>	Yes <input type="checkbox"/> Time period: Occasion:
<u>Previous scientific visit:</u> Have you been on a <b>scientific visit</b> funded by Sciex before?	No <input type="checkbox"/>	Yes <input type="checkbox"/> Partner's Name: Institution:
<u>Previous research stay:</u> Have you been on a <b>Fellowship</b> funded by Sciex before?	No <input type="checkbox"/>	Yes <input type="checkbox"/> Partner's Name: Institution:
<u>Envisaged research stay (Short-term Visits):</u> When do you intend to visit your partner? (Compulsory during the stay of the Fellow).	No <input type="checkbox"/>	Yes <input type="checkbox"/> Envisaged dates(s):

### 1. Personal Objectives of your cooperation

e.g. Exchange of experiences and information; joint publications; intensify networking and relations to a team; joint project.

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### 2. Motivation to cooperate

What is your personal motivation to cooperate with the Partner Mentor and his/her institution?

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### 3. Background of the cooperation between Home Mentor and Fellow

How did you get in contact with your Fellow? Have you already cooperated with your Fellow before the Sciex Fellowship Application?

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**4. Frequency of contacts of the Fellow to the Home Institution**

4.1 Medium, frequency:

4.2 Contact with Home Department:

**Part D    Short description of potential of the Fellow**

Please write on this form a recommendation to the Fellow and include a short description of his/her personal **potential to integrate in the Swiss research environment** and/or his/her **personal potential to support the research community of the home country with the acquired new skills and competences**.



## Agreement Confirmation

The Multipartite Contract of Sciex Research Fellowships is based on the forms of this application. All the details provided on these forms are therefore legally binding.

The Home Mentor confirms the veracity of all the details given in all the forms of this proposal.

He/she will fulfil the duties of a Sciex researcher, as stated below, in case of a positive decision:

- The Home Mentor will report on demand to the Sciex Regional Office about progress of the project.
- The Home Mentor will be in constant contact with the partner Mentor and with the Fellow, to support carefully the success of the project.
- The Home Mentor will immediately inform the Sciex Regional Office about any changes that will have an impact on contractual arrangements.
- The Home Mentor will give guidance and conditions to the Fellow – also when he/she returns – that will allow him/her to finish on time.
- The Home Mentor confirms that he/she has read “The Charter for Researchers and the Code of Conduct for the Recruitment of Researchers” and confirms, that he/she will fulfil the duties of a supervisor and researcher, as stated in the document.

The Home Mentor sends this form and his/her CV to the Main Applicant (see “Form-2a: page 1”).

**The Main Applicant will send this form, together with the other proposal forms, to [sciex@crus.ch](mailto:sciex@crus.ch).**

**The Main Applicant will be informed about the next steps in the proposal admission process.**