** **

|  |  |
| --- | --- |
| **Application Form for SYLFF Fellowship****For academic year: 2023 / 2024 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Please fill out this form on the computer. |  |

|  |
| --- |
| **PERSONAL DETAILS:** |
| **First name:**  | **Surname** (Family Name)**:** |
| Student ID No: | Date of birth *(YYYY / MM / DD)*:  |
| Citizenship: | Gender: female [ ]  male [ ]  |
| **Contact information:** |
| **Address:** |
| Street / House No.: | City: |
| Zipcode: | Country: |
| **Telephone:** | **E-mail:** |
| **HOME UNIVERSITY:** |
| **Faculty:** | **Department/Institute:** |
| Field of study: | Year of study: |
| Degree expected in (year and month): |
| **Title of the Ph.D. thesis/research:** |
| Supervisor: |
| **Annotation of the research in Czech** (50-70 words): |
|  |

|  |
| --- |
| **Educational background** (List your most recent education first)**:** |
| Name of University:  | Location: | Degree: | Field and Faculty: | From-To: |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **Language Ability** (Assess your proficiency in English and other languages on a scale of 1 (elementary proficiency) to 5 (native proficiency)**:** |
| **English** |  |
|  |  |
|  |  |
| **Employment history:** |
| **Present Position (if applicable):** | From-To: |
| Place of Employment: |  |
| Nature of Job Responsibility: |
| **Previous Position:** | From-To: |
| Place of Employment: |   |
| Nature of Job Responsibility: |
| **Honors and Awards** (Title, Organization, Year)**:** |
|  |
| **Publications and Presentations:** |
|  |
| **Membership in Learned and Honor Societies:** |
|  |
| **Other Relevant Accomplishments and Activities:** |
|  |
| **Your Academic Goals and Career Prospects after the Fellowship** |
|  |
| **Examples of past leadership activities** (or indications of future leadership activities)[[1]](#footnote-1): |
|  |
| **RESEARCH:** |
| **Dissertation title:** |
|  |
| **Research Project Proposal** (approx. 1-2 pages): |
|  |
| **Briefly describe the current status of your research:** |
|  |
| **Describe how your research benefits society:** |
|  |
| **Research Timeline for the period of receiving scholarship[[2]](#footnote-2) -** describe the academic activities you propose to undertake (No more than 1 page): |
|  |

|  |
| --- |
| **Budget Proposal[[3]](#footnote-3)** (No more than two pages): |
| **Successful candidates will be awarded** **12,500$.** **This amount is intended to be used within one year** to cover personnel costs, tuition and fees, a living stipend, funds for the purchase of data, research travel, or other justified expenses related to the dissertation research.Please use the budget template below to specify estimated costs. Please feel free to add or remove items from the list. Provide notes/justifications if necessary.

|  |
| --- |
| **Personnel Costs** |
| **Tuition and fees** |
| **Travel**  |
| *Airfare - International*  |
| *Local travel, non-airfare* |
| *Lodging* |
|   |
| **Field Costs**  |
| *Personnel*  |
| *Travel of field staff*  |
| *Survey Costs*  |
| *Materials and other inputs*  |
| *Other field costs*  |
|  |
| **Research Assistance** |
| *Undergraduate Student Research Assistant* |
|  |
| **Other costs** |
| *Data acquisition* |
| *Visa fees, including mailing and processing fees* |
| *Materials and Supplies* |
| *Other (please list)* |
|  |
|  |

 |
| **Budget Narrative[[4]](#footnote-4)**  |
|  |
|  **Why do you consider yourself worthy of a Sylff fellowship?** |
|  |
| **Required Conditions for the Candidates under this Fellowship**Please read the following conditions carefully. Tick each box to confirm you met the condition. |
|[ ]  I am a full-time student enrolled at most in the 3rd year of doctoral studies. |
|[ ]  I am not a recipient of any other funding (except for a regular Ph.D. scholarship) *to finance the above-proposed research*. If I am to apply for another scholarship/grant simultaneously with the SYLFF scholarship, I state this fact together with the type of funding and the amount below.* …

I acknowledge that successful candidates are required to proclaim: *„I am aware that I am not allowed to cover the proposed expenses through multiple funds. I will consult The SYLFF Administration of Charles University in advance regarding other grants/scholarships I would like to obtain during my SYLFF Fellowship.”* |
|[ ]  I certify that the information provided in this application is true and correct. |
| **Necessary Enclosures to the Application:** |
| **Curriculum Vitae (2 pages)****Cover Letter (1-2 pages)** **Letter of Recommendation from the Supervisor** (Please use the form provided) |

I, the undersigned, hereby confirm that I acknowledge the following information about the processing of personal data. The personal data provided in this application form, as well as the bank details, will be processed in accordance with the General Data Protection Regulation. The data controller is Charles University with registered office at Ovocný trh 560/5, 116 36 Prague 1, Czech Republic, ID No.: 00216208. Personal data will be processed for the purpose of the applicant's participation in the Sylff Fellowship Programme (hereinafter referred to as the "Programme") and on the basis of the legitimate interest of the controller and the student's contractual relationship in the Programme. The personal data will be processed and stored for the duration of the applicant's participation in the Programme. In order to make a decision on participation in the Programme, the selected applicant’s personal data provided in this application form, including his/her bank details, will be forwarded to the Tokyo Foundation for Policy Research.

Further information on the processing of personal data is available at the link [here](https://cuni.cz/UKEN-903.html). If you have any questions about data protection you can contact the Data Protection Officer at gdpr@cuni.cz.

I confirm that the information, which I have given in this application, is complete and true.

Date Klikněte nebo klepněte sem a zadejte datum.

Signature of the student \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Describe activities you have participated in where you have demonstrated the ability to motivate teams, delegate responsibilities, respond to feedback and solve problems. Examples can be from the academic sphere as well as extracurricular. You can also describe activities in civic engagement you took part in. [↑](#footnote-ref-1)
2. Fellowship is awarded for a period of 12 months at a time (October-September) and may be extended for 12 months. [↑](#footnote-ref-2)
3. For awarded grants, any variation from the initial budget of $2,500+ or 20% of any line item, whichever is greater, must be approved by a Chair of a SYLFF Steering Comittee. [↑](#footnote-ref-3)
4. Please include a brief budget narrative detailing the major costs within the budget and how they support the planned research agenda. For example, travel costs should include a breakdown of how many trips are planned, how the costs were calculated for the trip and why each of those trips is valuable for the research plan. [↑](#footnote-ref-4)