

Application guidelines

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PLEASE NOTE: the guidelines are updated periodically. Please ensure you are reading the latest version.

EMBC Member states: Austria, Belgium, Croatia, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Israel, Italy, Latvia, Lithuania, Luxembourg, Malta, Montenegro, Netherlands, Norway, Poland, Portugal, Slovak Republic, Slovenia, Spain, Sweden, Switzerland, Türkiye and United Kingdom

EMBC Associate Member states: India, Singapore

EMBC/EMBO co-operation partners:

Japan Science and Technology (JST) Agency

National Agency for Research and Development (ANID) of Chile

National Science and Technology Council (NSTC) of Taiwan

EMBO subject areas: Cell Cycle, Cell & Tissue Architecture, Cellular Metabolism, Chromatin & Transcription, Development, Differentiation & Death, Evolution & Ecology, Genome Stability & Dynamics, Genomic & Computational Biology, Immunology, Membranes & Transport, Microbiology, Virology & Pathogens, Molecular Medicine, Neuroscience, Plant Biology, Proteins & Biochemistry, RNA, Signal Transduction, Structural Biology & Biophysics, Systems Biology

Contact: fellowships@embo.org

EMBO Fellowship Committee 2023:

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Eligibility

Applications are accepted from candidates who meet the following criteria:

PhD degree

Applicants must hold a PhD degree or equivalent at the start of the fellowship, but not necessarily at the time the application is submitted.

Applicants who already hold a PhD degree are eligible if they obtained their PhD degree during the two years **prior to the date the application is submitted**.

PLEASE NOTE: the Fellowship Office will take into consideration ONLY the SUBMISSION date of the application to check if the applicant holds a PhD title for less than 2 years. The Spring and Autumn cutoff deadlines (2nd Friday of February, 2PM CET, and second Friday of July, 2PM CEST, respectively) do not play a role in this eligibility check.

Exceptions to this rule are made for applicants with career breaks during the relevant period due to parental leave and mandatory military/civil service in which case the time of the career break will not be counted. Additional exceptions might be made on a case-by-case basis for extraordinary personal circumstances, such as demonstrable severe illness or full-time care of an ill family member. No exceptions will be made for other types of voluntary career breaks. The Fellowship Office can provide further information and must be contacted prior to submitting a claim for an exception, no matter what type. **Applications submitted without prior approval of an exception will be deemed ineligible.**

Candidates with a medical degree (M.D.) may be eligible to apply for an EMBO Postdoctoral Fellowship provided they hold a PhD (MD-PhD programme), in which case, the rules explained above apply. If you do not have a PhD but have appropriate research experience that is comparable to a PhD and meet all other eligibility criteria, please contact the EMBO Fellowship office prior to submission.

Publications

Applicants must have at least one first (or joint first) author primary research paper accepted for publication or published in an international peer reviewed journal at the time the application is submitted. If the paper is not yet published but currently “accepted”, “accepted in principle”, “accepted for publication” or in a similar status, the applicant must submit a copy of the editorial letter proving the status of the paper to fellowships@embo.org

A first author preprint with public in-depth peer reviews is also sufficient for eligibility, provided the following conditions are met:

1. The preprint is posted on a recognized community preprint server such as Arxiv, bioRxiv, medRxiv, Zenodo;

2. the peer reviews must be publicly available online;
3. the peer reviews were verifiably obtained from an independent preprint peer review service such as "*Peer Community In*", "*eLife*" or "*Review Commons*".
4. The reviews provide an in-depth expert analysis of the rigor and validity of the research and its contribution to the field.

Examples:

Bénitère F, Necselea A, Duret L (2023). AX1BP1 recruits ATG9 vesicles through SCAMP3 binding. *bioRxiv* <https://doi.org/10.1101/2022.12.09.519597> peer reviewed by *PCI Evolution* <https://doi.org/10.24072/pci.evolbiol.100642>

Hama Y, Kurikawa Y, Matsui T, Mizushima N, Yamamoto H (2023). TAX1BP1 recruits ATG9 vesicles through SCAMP3 binding. *bioRxiv* <https://doi.org/10.1101/2023.08.18.553817> peer reviewed by *Review Commons* <https://reviewcommons.org/eeb/10.1101/2023.08.18.553817>

Note:

informal comments and feedback, highlights or reviews posted by individuals are excluded. The following items should **not** be listed as publications:

- Papers submitted or in preparation.
- Papers published in non-English language.
- Abstracts of presentations at conferences

EMBO will consider primary research papers published on preprint servers, but a first-author publication in an international peer-reviewed journal or a first author **refereed** preprint is still a requirement. Similarly, reviews, comments, book chapters, instruction-based methods papers or videos and patents can be listed where appropriate, but are not considered primary research publications. Papers describing in detail the development of a new protocol to answer a specific biological question can count as first-author papers.

Do NOT indicate the journal impact factor or any other metrics, commentaries, highlights or citations in the publication list. EMBO is a signatory of the San Francisco Declaration on Research Assessment (DORA, <https://sfdora.org>), which recommends “not to use journal-based metrics, such as Journal Impact Factors, as a surrogate measure of the quality of individual research articles, to assess an individual scientist’s contributions, or in hiring, promotion, or funding decisions”.

Publication updates after the application is submitted is not allowed. In case of publication updates prior to the selection process, the application must be withdrawn and re-submitted with eligibility rules counting at time of resubmission (see also APPLICATION PROCESS)

Mobility

EMBO Postdoctoral Fellowships are intended to promote international exchange. **All applications must involve a change of country.**

a) Applications to work in an EMBC Member State

Applicants, regardless of their nationality or the country in which they obtained their PhD, can apply for an EMBO Postdoctoral Fellowship to work in any EMBC Member State provided there is international mobility (see list of EMBC Member States on page two).

b) Applications to work in an EMBC Associate Member State or Countries / territories covered by a co-operation agreement

Applicants who wish to work in an EMBC Associate Member State or a Country / territory covered by a co-operation agreement are eligible if they move from, are nationals of and have performed their PhD in

- an EMBC Member State or
- an EMBC Associate Member State or
- a Country / territory covered by a co-operation agreement.

c) Applications to work in a Non-EMBC Member State

Applicants who wish to work in a Non-EMBC Member State must meet all the following requirements:

- must move from an EMBC Member State,
- must be nationals of an EMBC Member State
- must have performed their PhD in one of the EMBC Member States.

A maximum of 30% of fellowships are awarded in this category.

PLEASE NOTE: Applications to move within **the same country** (independently if this is a EMBC Member State, a EMBC Associate Member State / EMBC Cooperation Partner State or non-EMBC member State) are eligible if the applicant has been living or working for a maximum of six months in that country during the previous 18 months counting back from the time the application is **submitted**. Similarly, candidates can apply if they have already started working in the host laboratory, but only if they have been working there for a **maximum** of six months at the time the application is **submitted**. This includes candidates that started working with the host supervisor and then moved with the host supervisor to a different location: the relevant start date will be the date the candidate joined the host laboratory regardless of location. The Fellowship Office will take into consideration **ONLY** the SUBMISSION date of the application to check if the applicant has been working at the receiving institute for less than six months. The Spring and Autumn cutoff deadlines (2nd Friday of February, 2PM CET, and second Friday of July, 2PM CEST, respectively) do not play a role in this eligibility check.

Further mobility rules

Applicants wishing to work in the country in which they officially obtained their PhD are **NOT** eligible. If the PhD is officially shared between two institutions in different countries, both countries will be excluded. Visits of less than 6 months to the future supervisor or any other laboratory in the proposed destination country are permitted.

Applicants wishing to work in the country where they developed their PhD studies, even if the PhD is officially issued by a different country, or to work again with the candidate's PhD supervisor, no matter where the latter is located, are not eligible. Again, visits of less than 6 months to any other laboratory in the proposed destination country are permitted.

Applicants wishing to **return to a laboratory** where they have already worked for more than six months in one or several visits are not eligible, regardless of where that laboratory may be located.

Other eligibility rules

Scientific scope

Research proposals must be within EMBO's scientific scope (EMBO subject areas are listed on page two). A more detailed description can be found at <http://www.embo.org/about-embo/subject-areas>.

EMBO is no longer exclusively dedicated to the promotion and funding of molecular biology and has opened to fields in the life sciences that traditionally have not explored biological questions at the molecular level. However, applications to the EMBO Fellowship Programme are expected to explore the mechanisms behind biological phenomena rather than remaining at the descriptive or observational level. These mechanisms may involve molecules, but they may also involve higher levels of organization, such as cells, tissues, organisms, populations or ecosystems. Similarly, applied or clinical work without a clear biological question is not eligible. Projects with an aim to develop an application, commercial product or process, or a device **may be** considered if a fundamental biology question behind the project is to be answered. For instance, development of technologies that enable biological discovery (microscopy, PCR, etc).

Applications in which the postdoctoral project is a direct continuation of the PhD project will not be considered.

Research integrity

EMBO expects responsible conduct of research from its awardees. All research activities supported by the EMBO Fellowship Programme must be in compliance with the respective national and institutional research integrity and ethics requirements, such as those set out in the [Belmont Report](#): Ethical Principles and Guidelines for the Protection of Human Subjects of Research, and in the [European Code of Conduct for Research Integrity](#). These refer to questions relevant to the use in research of human materials, including human embryonic stem cells, the use of animal models and, in general, any other potential ethical issues that may arise during the applicant's daily research activities. Applicants may be asked to provide evidence that their planned research conforms to the relevant regulations that apply at the host institution. In line with our commitment to the principles of research integrity, we require all EMBO Postdoctoral Fellows to complete an online course on research integrity.

Use of artificial intelligence (AI) tools

EMBO acknowledges the value of using Artificial Intelligence (AI) tools, as well as human feedback, in the preparation of funding applications. Applicants are fully and solely responsible for the originality and accuracy of their applications.

To provide transparency, applicants are requested to disclose whether AI tools were used in preparing their applications, and for what purpose (*e.g., chatGPT was used to improve language style*).

EMBO will continue following the developments in generative AI and adapt this policy as required.

Number of applications per selection round

Candidates may only submit one application, for one project, at one host laboratory at each round of selection. More than one applicant can apply to the same host laboratory provided they propose different projects.

Re-application

Re-application is permitted only once, irrespective of a change of project or change of host lab. **However, we will only consider a re-application in case of substantial changes to the**

proposal and/or the CV of the applicant. The applicant should outline in the “Other Funding” section under “application changes” the exact changes to the proposal and/or the CV. Candidates can re-apply for the next round of selection while a decision is being made on their first application, but they should re-apply only if they will not be eligible after the decision on the first one is made.

Industrial research laboratories and applied projects

Applications to work in an industrial research laboratory with the intention to develop new commercial products or procedures will not be considered. Applications to work in an industrial or for-profit research laboratory to develop a basic research project in biology are eligible.

Projects with an aim to develop an application, commercial product or process, or a device may be considered if there is a fundamental biology question behind the project to be answered. For instance, development of technologies that enable biological discovery (microscopy, PCR, etc.) may be eligible for funding.

Application process

Applications for an EMBO Postdoctoral Fellowship are accepted via the EMBO [online application system](#).

There are no application deadlines for EMBO Postdoctoral Fellowships, but there are two cutoff evaluation dates:

Second Friday of February, 2 PM Central European Time: Applications submitted up to this date will enter the Spring Selection Round. Results for this round will be announced at the beginning of June.

Second Friday of July, 2 PM Central European Summer Time: Applications submitted up to this date will enter the Autumn Selection Round. Results for this round will be announced at the beginning of December.

Although the online application system will be open throughout the year, the system may be closed for short periods after each selection deadline for technical and maintenance purposes and occasional downtimes may occur at any time. Candidates must take these potential issues into consideration during their application process.

Applicants need to register for an EMBO online application account. Once login details for the account have been received by e-mail it is possible to start an application.

Applications must be written in English and no special formatting is allowed. Similarly, figures and tables cannot be included in the application.

Applications and supporting documentation (two reference letters and the acceptance letter from the receiving institute) are only accepted via the EMBO [online application system](#). Please keep in mind that one of the reference letters must be from the PhD supervisor/PhD co-supervisor and none of the reference letters can come from referees in the receiving institute.

We require that the reference letters and acceptance letter from the receiving institute use institutional email addresses and not private ones.

No application can be completed without all the information required, including the two reference letters and the acceptance letter from the receiving institute.

The date, according to Central European Time, on which the candidates successfully submit their application is the reference date for eligibility and evaluation. Changes in address or contact email that occur after submission of an application are the only changes permitted after the application is submitted without re-opening it. All other changes, including publication updates, will require the office to re-open the application and this will cause a change in the submission date to the date in which the application is again complete and submitted. Please note that this may cause the application to become ineligible. Once the application enters the evaluation process no further changes are allowed.

IMPORTANT: Registration for an EMBO online application account is not sufficient to enter the corresponding evaluation round. An application is only regarded as complete once all the required information is submitted and the candidate confirms completion. Applications completed after 14:00 CE(S)T on the day of the evaluation deadline will enter the next evaluation round. NO EXCEPTIONS WILL BE MADE.

For a detailed description of the information that will be requested during the application process, screenshots of the online form are included in the Annex.

Selection process

The primary selection criteria applied by the EMBO Fellowship Committee are scientific excellence of the candidate, the project and the host laboratory.

Aspects considered are:

Scientific achievements of the applicant

- Scientific contributions and CV
- Performance of the applicant based on reference letters

Project proposal

- Quality, scope, novelty and biological significance of the proposed research
- Coherent and logical presentation of the research project

Host laboratory

- Suitability of the host laboratory for the proposed research project and training of the applicant
- Scientific achievements of the host laboratory

Applications to work with host laboratories with which the candidate has collaborated in the past generally receive lower priority for funding. Likewise, projects that are a simple

continuation of an applicant's PhD research are discouraged and, if received, will not be considered.

Fellowships are awarded to candidates. However, the selection process also takes into consideration the specific research project proposed by the candidate and the suitability of the host laboratory. For this reason, substantial changes to the proposed project or moving to a different host laboratory will result in the termination of the fellowship. However, exceptions can be made under extraordinary circumstances. The EMBO Fellowship Office must be informed of any intention to change the research project or the host laboratory once a fellowship has been awarded. Requests for such changes are examined by the Head of the Fellowship Programme and the Chair of the Fellowship Committee on a case-by-case basis.

Evaluation timeline (times are approximate)

0-6 weeks after cutoff date. First stage of evaluation: pre-screening

All complete applications are screened by the EMBO office to ensure eligibility requirements are met. All applicants, eligible or not receive an acknowledgement e-mail approximately within one week of the evaluation cutoff date.

Each eligible application is then assessed by three members of the Fellowship Committee.

During the pre-screening, the committee reviews a condensed application form, which consists of the summary of the applicant's main scientific achievements along with the list of publications, the summary and biological significance of the proposed work, justification for choice of the host lab, as well as reference and acceptance letters.

All applicants are informed about the outcome of the pre-screening by email five to six weeks after the cutoff date. Approximately, the top 30% of the applications are selected for the second round of evaluation.

7-15 weeks after cutoff date. Second stage of evaluation: interview

For applicants who successfully pass the first evaluation step, an interviewer, who is an expert in the applicant's area of research, is selected from among the EMBO Members and EMBO Young Investigators. Interviews take place through videoconference only. Candidates must give a presentation as part of the interview procedure. The interview will take place at the interviewer's convenience.

15-17 weeks after cutoff date. Third stage of evaluation: selection

Five members of the EMBO Fellowship Committee evaluate independently and in full each application selected for the second stage, along with the respective report from the interviewer.

The committee then meets to take the final funding decisions and a preliminary list of awarded applications is published on the EMBO website within one week of committee meeting. All applicants are officially informed about the outcome by email within one week of the committee meeting.

Successful applicants in the Spring Selection Round of the year must start their fellowship between July 1st of that year and February 15th of the following year. Successful applicants in the Autumn Selection Round of the year must start their fellowships between January 1st and August 15th of the following year. Due to practical limitations, fellowships can only start on either the 1st or the 15th of each month.

PLEASE NOTE: No feedback will be provided to applicants at any stage of the application process. Due to the large number of applications the committee members evaluate, they cannot include any individualized comments in their assessments. For feedback to be helpful it must be correct and detailed. To do this for the >1,200 applications received per year, the EMBO office would need to employ several individuals trained to at least PhD level. Instead, the funds are used to support additional fellowships.

Benefits

EMBO Fellows' Network

Every year, fellows awarded three and four years earlier are invited to the EMBO Fellows' Meeting in Heidelberg, Germany. These events bring fellows together in a friendly atmosphere to learn, share experiences, and establish new collaborations and contacts. It is also an opportunity to meet the EMBO staff and give feedback and suggestions on the programme.

EMBO encourages current, former and prospective fellows to follow the programme on [Facebook](#) and Twitter (@EMBOFellows) for further information and events. This is also a great opportunity to meet and connect with your colleagues.

EMBO Laboratory Leadership Courses

EMBO offers its Postdoctoral Fellows the possibility to attend one of the online [EMBO Laboratory Leadership Courses free of charge](#). Fee waivers are granted to fellows within 3 years of being awarded and only if the paid fellowship had been held for at least 6 months.

As of 2024 to reduce the carbon footprint, EMBO will cover the costs of online courses only.

Fellow can attend to one of the following online courses:

- Lab Leadership Course for Postdocs
- Project Management for Scientists
- Negotiation for Scientists
- Self-Leadership for Scientists

In addition, fellows can take ONE of the 1-day Scientific Skills courses (online only) from the selection below:

- Communicating Research: Paper Writing & Short Presentations
- Scientific Integrity: How to Publish Reproducible Results
- How to Review a Scientific Paper
- Applying Design Principles to Schematic Figures

The number of available spots will be determined each year depending on the budget.

EMBO Non-Stipendiary Fellowship

Postdoctoral Fellows who decide to early terminate their Fellowship should contact the Fellowship Office as soon as possible in order to obtain the correct information on how to properly terminate their Fellowship.

In case of early termination of the EMBO Postdoctoral Fellowship due to funding from another source, postdoctoral fellows can become holders of a non-stipendiary fellowship. To apply for becoming EMBO Non-Stipendiary Fellows, postdoctoral fellows must have received at least one month of paid fellowship and must continue working on the same project and in the same lab as described in the application. Postdoctoral fellows who early terminate their fellowship because they change research project or career trajectory are not entitled to apply to become EMBO non-stipendiary fellows.

EMBO Non-Stipendiary Fellows are entitled to attend the Fellows' Meetings and, if they have held the paid fellowship for at least 6 months, the Laboratory Leadership Course for postdocs free of charge.

Please note: *It is not possible to directly apply for a non-stipendiary fellowship. Non-stipendiary fellowships are only offered to applicants who early terminate the already awarded and started EMBO Postdoctoral Fellowship. Applicants who receive another award during the evaluation period and cannot guarantee that they will take up the EMBO Postdoctoral Fellowship for at least 12 months will be excluded from the selection process.*

Benefits for fellowships in EMBC member states

Fellowship Duration

Fellowships are awarded for a period of 24 months although shorter durations can be requested. The minimum fellowship duration that can be requested is 12 months. Fellowships must be started within one calendar year from the relevant evaluation cutoff (for details, see pages 8 and 9).

Contract

EMBO provides funds to the host institution with the sole intention to cover the cost of a full-time employment contract to be issued by the host institution to the awardee. These costs include employer's social contributions, awardee's social contributions, taxes and the net salary of the awardee. The EMBO Postdoctoral Fellowship does not cover bench fees, overheads, funds for consumables or any other financial benefits to the host supervisor or the receiving institute. The [grant rate](#) depends on the country being visited. The transfer of funds and their use is regulated by a grant agreement that will be signed by both EMBO and the Host Institution. The contract between the host institution and the awardee will be issued according to the local and national regulations in each of the EMBC member states.

PLEASE NOTE: The grant rates listed above are not an indication of a gross salary. The net salary of a fellow may be lower. Please also note that if the host institution's internal, local or national regulations limit the maximum salary of the awardee to a level below the funds provided by EMBO, the host institution shall return the remaining funds to EMBO. **Applicants should inform themselves of the salary and employment conditions with their intended host institute.**

Travel and relocation allowance

The travel and relocation allowance is intended to support the travel and relocation costs of eligible fellows and their families. The principles, rules and eligibility criteria as well as current rates are available in the [travel and relocation policy](#).

Parental leave

Fellows whose children are born during their fellowship are entitled to request an extension of their fellowship at no cost for EMBO in the case that they take parental leave whose costs are covered by the country welfare system and/or by the Hosting Institute. Part of the funds transferred to the Hosting Institute is used to cover the social contribution of the fellow, therefore the fellow has access to the welfare system of the hosting country to get parental benefits. The extension needs to be requested by the host supervisor to the EMBO Fellowship office before the end of the fellowship.

Long-term sick leave

Similarly to the parental leave, fellows who due to sicknesses are not allowed to work for an extended period of time and that during this time are paid by the social security system of the hosting country can require an extension of their fellowship at no cost for EMBO. The extension needs to be requested by the host supervisor to the EMBO Fellowship office before the end of the fellowship.

Part-time work

It is possible to work part-time during the fellowship at no additional cost for EMBO. The request shall be discussed with the Host Institute and Host Supervisor, and the EMBO Fellowship Office shall be notified. *Please note: The maximum fellowship duration (full-time plus part-time) must not exceed 36 months.*

Benefits for fellowships in EMBC associate member states, countries/territories covered by a co-operation agreement and non-member states

Fellows outside EMBC member states receive a stipend (see below) for 24 months unless a shorter time is requested (minimum of 12 months). These fellows also have access to the child day-care allowance, relocation allowance, EMBO fellows' network activities and Laboratory Leadership courses, like fellows in EMBC member states (please see the section above). Please note that additional benefits listed below compensate for benefits that are normally regulated by employment contracts in EMBC member states.

Stipend instead of an employment contract

The stipend is solely intended to cover the cost of living in the host country. The EMBO Postdoctoral Fellowship does not cover bench fees, overheads, funds for consumables or any other financial benefits to the host supervisor or the receiving institute. The [stipend rate](#) depends on the country being visited and might be subject to taxation. *We cannot advise on national tax regulations and we recommend fellows to contact the relevant authorities in the host country.*

Travel and relocation allowance

The travel and relocation allowance is intended to support the travel and relocation costs of eligible fellows and their families. The principles, rules and eligibility criteria as well as current rates are available in the [travel and relocation policy](#).

Child-daycare allowance

Fellows can claim child-daycare support for children under the age of six who accompany the fellow in the host country during the fellowship. The incurred child day-care costs up to a total of €2.500 per fellowship year and per child is permitted. The corresponding amount is prorated according to the fraction of the year in which child-daycare expenses were incurred. The child-daycare allowance can be claimed upon completion of the first year of the fellowship and presentation of the child birth certificate; the resulting amount will be transferred directly to the fellow as a reimbursement.

Dependent child allowance

EMBO fellows are entitled to receive a country-specific additional allowance for dependent children under the age of 18. See the [stipend rate](#) sheet for further information.

Parental leave

Fellows whose children are born during their fellowship are entitled to 3 months paid parental leave. Parental leave has to begin within 6 months of the birth of a child. Fellows who take parental leave during the fellowship are entitled to an extension of their fellowship for an equivalent period. This extension must be requested by the host supervisor at the end of the fellowship.

Fellows must inform the Fellowship Office of their intention to take parental leave.

Part-time work

It is possible to work part-time (50% or 75% of full time) during the fellowship. Please note: The maximum fellowship duration (full-time plus part-time) must not exceed 36 months. The request to work part time shall be discussed with the Host Supervisor and the Fellowship Office. *Please note: The maximum fellowship duration (full-time plus part-time) must not exceed 36 months*

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[Read this first](#)
[Referees](#)
[Receiving Institute](#)
[Proposed Work](#)
[Present Position](#)
[PhD & Post-Doc](#)
[Other Grants](#)
[Scientific CV](#)
[Admin Section](#)
[Finish Submission](#)
[Save Progress - Status](#)
[Save Progress](#)

Please add names and addresses of two persons (**not** from the receiving institute) from whom confidential scientific references will be requested. One of the referees **must** be your PhD supervisor.

Add this information as soon as possible - even if you have not completed the rest of your application.

The system will send an automatic request email to your referees soon after you mark the corresponding "Activate referee" checkbox.

The referees will be requested to follow the provided link to an online form where they will be able to fill in their reference letter. This online reference letter is confidential and progress can be saved at any moment.

EMBO accepts reference only from institutional email addresses. Reference letters received from non-institutional email providers like Gmail, Yahoo, Hotmail, etc. will render the application ineligible.

Confirm with your referees that they receive this email, otherwise contact fellowships@embo.org. **IMPORTANT:** Reference letters are limited to 400 words (~1 page). Please confirm with your referees that they are aware of this length restriction.

Name and Address of Referee 1

Title* ☐ Prof. ☐ Dr ☐ Ms ☐ Mr ☐ Mx

First name*

Last name*

Email address*

Is this referee your PhD supervisor?* ☐ Yes ☐ No

Institute*

... line 2

... line 3

... line 4

Town*

Post code*

in*

Telephone number

Fax number

Activate referee 1*

IMPORTANT: If the option "Activate this referee" (below) is checked, and if you have entered a name and email address above, the system will send an email request for a letter of reference to this person. **Please note that you will no longer be able to change name or email address of the referee after the form has been saved with the "Activate this referee" option selected.** Contact fellowships@embo.org if you need assistance modifying this information.

☐ Activate this contact

Name and Address of Referee 2

Title* ☐ Prof. ☐ Dr ☐ Ms ☐ Mr ☐ Mx

First name*

Last name*

Email address*

Is this referee your PhD supervisor?* ☐ Yes ☐ No

Institute*

... line 2

... line 3

... line 4

Town*

Post code*

in*

Telephone number

Fax number

Activate referee 2*

IMPORTANT: If the option "Activate this referee" (below) is checked, and if you have entered a name and email address above, the system will send an email request for a letter of reference to this person. **Please note that you will no longer be able to change name or email address of the referee after the form has been saved with the "Activate this referee" option selected.** Contact fellowships@embo.org if you need assistance modifying this information.

☐ Activate this contact

HOME
ACCOUNT SETTINGS
LOGOUT

Read this first
Referees
Receiving Institute
Proposed Work
Present Position
PhD & Post-Doc
Other Grants
Scientific CV
Admin Section
Finish Submission

Save Progress - Status
Save Progress

Please add the name and address of the receiving institute supervisor, from whom an acceptance letter will be requested. **Add this information as soon as possible** – even if you have not completed the rest of your application. The system will send an automatic email of request to your proposed supervisor. The receiving institute acceptance form should only be submitted online; no hard copies are required.

The receiving institute supervisor will be requested to follow the provided link to an online form where they will be able to fill in their acceptance letter. This online acceptance letter is confidential and progress can be saved at any moment.

EMBO recognizes only acceptance letter from institutional email addresses. Acceptance letters received from non-institutional email providers like Gmail, Yahoo, Hotmail, etc. will render the application ineligible.

Check with your receiving institute that they received this email, otherwise contact fellowships@embo.org.

Receiving Institute

Institute*
... line 2
... line 3
... line 4
Town*
Post code*
in* Choose

Please give your starting date (or planned starting date) at the receiving institute*
IMPORTANT: Be sure to follow the [Guidelines for Applicants \(PDF\)](#). This date might not necessarily be the same as your start date for the fellowship.

Supervisor

Title* Prof. Dr Ms Mr Mx
First name*
Last name*
Telephone number
Fax number
Institutional email address*
Activate this contact*

IMPORTANT: If the option "Activate this contact" (below) is checked, and if you have entered a name and email address above, the system will send an email request for a Receiving Institute Acceptance Form to this person. **Please note that you will no longer be able to change name or email address of the contact after the form has been saved with the "Activate this contact" option selected.** Contact fellowships@embo.org if you need assistance modifying this information.

☐ Activate this contact

Institute director

Title* Prof. Dr Ms Mr Mx
First name*
Last name*

Justification

FORMATTING GUIDELINES FOR REFERENCES:

(i) Include the complete list of authors followed by year, full titles, journal, volume and pages;

(ii) Add an asterisk (*) behind your host supervisor's name in the authors' list;

(iii) In the case of shared first authorship with equal contributions, please keep the order of authors as they appear on the original publication and add a statement like "(AG and FT contributed equally to this work)" underneath the reference;

(iv) Use "... " or "et al." ONLY if there are more than 20 authors; in that case, be sure to include all relevant first and corresponding/senior authors.

Formatting example: Thiru A, Nietlispach D, Mott HR*, Okuwaki M, Lyon D, Nielsen PR, ... Laue ED. (2004) Structural basis of HP1/PXXL motif peptide interactions and HP1 localisation to heterochromatin. EMBO J. 23: 489-499

Only list published papers, papers accepted for publication and papers available to the community through preprint servers.

Please list 3 key publications of the host laboratory in the area of your proposed research.*

Please briefly describe your personal motivation to choose this particular laboratory for your postdoctoral training.*
(max. 200 words)

In case your host laboratory is located in a non-EMBC state, please list other laboratories in EMBC Member States / Associate Member States where similar work could be carried out.
(max. 100 words)

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Proposed Work

Project title*

Summary and biological significance of the proposed research*
Please provide a 250-word summary of the proposed activity and the biological significance of the project. Please follow this structure: introduction, experimental design / aim, expected outcome.

0 / 250 Words

Proposed work at the receiving institute*
Please provide a synopsis of the proposed activity at the receiving institute. This must be written by the applicant and may not exceed 1,500 words. Do NOT include a list of referenced literature in this place but use the following field instead.

0 / 1500 Words

Literature references for proposed work*

FORMATTING GUIDELINES FOR REFERENCES:

(i) Include the complete list of authors followed by year, full titles, journal, volume and pages;

(ii) Use "... " or "et al." ONLY if there are more than 20 authors; in that case, be sure to include all relevant first and corresponding/senior authors.

Formatting example: Thiru A, Nietlispach D, Mott HR, Okuwaki M, Lyon D, Nielsen PR, ... Laue ED. (2004) Structural basis of HP1/PXVXL motif peptide interactions and HP1 localisation to heterochromatin. EMBO J. 23: 489-499

Only list published papers, papers accepted for publication and papers available to the community through preprint servers.

Use this space for a complete list of references for the above proposal, including full bibliographic details.

Keywords*
List 5 short keyword terms to describe the proposed research. Separate those terms with " / ". (max 20 words)

0 / 20 Words

Subject area 1* Choose a subject area

Subject area 2* Choose a subject area

Proposed starting date of the fellowship/grant*
Possible start dates are (a) between 1 July of the same year and 15 February of the next year for the February deadline; or (b) between 1 January and 15 August of the following year for the August deadline, respectively. Refer to the Guidelines for Applicants (PDF) for details.

Proposed duration of the project (between 12 and 24 months)*
number only

Interviewer Conflicts

If you would like to request exclusion of a particular EMBO Member or Young Investigator as the interviewer for your application, please list the full name, the institute, and the reason for exclusion (e.g. direct competitor).

Interviewer Suggestions

If you would like to suggest a particular EMBO Member or Young Investigator as the interviewer for your application, please list the full name, the institute, and the reason for suggestion.

Ethical Information

Does your proposal include research on human embryonic stem cells or any other human material?*

☐ Yes ☐ No

If yes: please give detailed information on why it is necessary to use this material, whether ethical approval according to relevant legislation has been obtained, list any approval and licenses obtained (please include references)*

Does your proposal include research on animals?*

☐ Yes ☐ No

If yes: Explain why this specific animal model was selected for the research project, explain the advantages of the animal model compared to alternative not-animal based models, provide information about the number of animals that will be used during the project. In addition, please describe procedures that will be put in place in order to minimise any suffering of animals.*

Does your proposal include any other aspect that may have an ethical impact?*

☐ Yes ☐ No

In case of yes please specify*

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Required field*

- ☐ PhD Student
☐ Post-doctoral Researcher
☐ Research Assistant
☐ Principal Investigator
☐ Other

When did you start in the present position? (dd/mm/yyyy)*

dd/mm/yyyy

Until when do you expect to stay in your present position? (dd/mm/yyyy)*

dd/mm/yyyy

Name and Address of "Home Institute"

Your "Home Institute" is your latest **work** address that is **not** identical to the "receiving institute" you are proposing to move to. If you have already arrived at the receiving institute, please list the full name and address of the institute at which you carried out your most recent pre- or postdoctoral work **before** arriving at the receiving institute.

Institute*

... line 2

... line 3

... line 4

Town*

Post code*

in*

Choose

Work at "Home Institute"

Please add a description of the work you carried out at the "Home Institute" (max. 500 words)*

0 / 500 Words

Literature references for work carried out at "Home Institute"*

FORMATTING GUIDELINES FOR REFERENCES:

(i) Include the complete list of authors followed by year, full titles, journal, volume and pages;

(ii) Use "... " or "et al." ONLY if there are more than 20 authors; in that case, be sure to include all relevant first and corresponding/senior authors.

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Only list published papers, papers accepted for publication and papers available to the community through preprint servers.

Use this space for a complete list of references for the above synopsis, including full bibliographic details.

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PhD Award

PhD awarded in*

Date of PhD*
Date on which PhD was / will likely be awarded (dd/mm/yyyy)

Duration of PhD thesis work*
(number in months)

Name and Institute of PhD supervisor*

Please describe briefly the main scientific achievements of your PhD project. (max. 200 words)*

0 / 200 Words

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Other funding sources

Please list other grants, awards, contributions or fellowships (towards either travel or subsistence expenses of the proposed visit) you are receiving or applying for. This has no influence on evaluation and is simply for statistical purposes.

Funding history

List previously held fellowships from EMBO or other organizations with dates (month/year)

Previous applications for EMBO Fellowships

If you have previously applied for EMBO funding, please specify the **most recent** application number(s).

Example: "ALTF" | "123" | "2009".

1: Fellowship type:

Select type

number:

- year:

Select year

2: Fellowship type:

Select type

number:

- year:

Select year

Changes since previous application

Only applicable if you have previously applied for an EMBO Postdoctoral Fellowship

0 / 200 Words

Career breaks

Duration of career breaks due to child care or military/civil service*

(total number of months; enter "0" if not applicable)

Duration of career break due to any other reasons*

(total number of months; enter "0" if not applicable)

Please specify the reasons and dates of your career breaks

Contact the EMBO Fellowship Office (fellowships@embo.org) if you think any interruption may affect your eligibility.

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Research experience

Please list, in **reverse chronological order**, your research training and positions held, **since (and including) your PhD research**. State the duration (mm/yyyy - mm/yyyy), kind of training/position, the research topic (max 1 sentence), the supervisor, and the institute, if applicable. Please also account for any gaps between dates in your C.V. Please do NOT include achievements, publications, prizes, etc.

Full C.V. since PhD research*

Education

Please list, in **reverse chronological order**, your education and training **prior to your PhD work, starting from the beginning of your university (or equivalent) studies**. Please state the duration, the university, major subjects, and the degrees obtained, if applicable. Do not list the stages of your pre-university education. You may, however, include here any professional, non-academic positions held in the past.

Education and training prior to your PhD work, starting from the beginning of your university (or equivalent) studies*

Publications

FORMATTING GUIDELINES FOR REFERENCES:

- (i) Include the complete list of authors followed by year, full titles, journal, volume and pages;
- (ii) Add an asterisk (*) behind your own name in the authors' list;
- (iii) In the case of shared first authorship with equal contributions, please keep the order of authors as they appear on the original publication and add a statement like "(AG and FT contributed equally to this work)" underneath the reference;
- (iv) Use "... " or "et al." ONLY if there are more than 20 authors; in that case, be sure to include all relevant first and corresponding/senior authors.

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ONLY list published papers, papers accepted for publication, and papers available to the community through preprint servers. Papers in preparation, under review or in revision (but not accepted) should NOT be listed; they will in any case not be considered for the evaluation of your application.

Do not mention journal impact factors when you list your papers.

Number of publications in international peer-reviewed journals or preprint servers*
(excluding review articles and manuscripts submitted or in preparation)

Number of first author publications in international peer-reviewed journals or **Refereed Preprint**. To count as first-author publication, the papers posted on preprint servers must be associated to a in-depth peer review publicly available.*

(excluding review articles, manuscripts submitted or in preparation, and unrefereed preprints)

List your **three primary research papers** which in your view provided the most important and original contributions to scientific knowledge irrespective of journal name or impact factor (**excluding** review articles or manuscripts submitted, in revision or in preparation), in **reverse chronological order**. Papers available through preprint servers can be listed and will be taken into consideration.*

List any **additional** (co-) authored, peer-reviewed publications in international journals (**excluding** review articles or manuscripts submitted, in revision or in preparation), in **reverse chronological order**. Papers available through preprint servers can be listed and will be taken into consideration.

List your (co-) authored publications belonging to the category of review articles, viewpoints, etc. (**excluding** manuscripts submitted, in revision or in preparation). Papers available through preprint servers can be listed and will be taken into consideration.

List any academic prizes or honours you have received

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Further Eligibility Details

Please state if you have been granted an exception by the EMBO Fellowship Office

0 / 100 Words

Marital details

Marital status* ☐ Single ☐ Married ☐ Officially recognised couple

Number and age of children
e.g. 2 (age:4,6)

Travel

From home country

Choose

To host country

Choose

Any additional comments regarding your travel

Questionnaire


Your answers in this questionnaire will help us to improve our services for all applicants. Your answers are collected for statistical purposes only and will have no influence on the review of your application.

How did you first hear about EMBO Postdoctoral Fellowships?

☐ Supervisor
 ☐ Colleague
 ☐ EMBO information material at conference
 ☐ EMBO staff at conference
 ☐ Google or other web search
 ☐ Social online network or blog
 ☐ Other online resource
 ☐ Print or online ad
 ☐ EMBO Website (www.embo.org)

... please specify:

What other fellowship programmes are you aware of that might fund your project?



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Once you have completed the application form, **and** both reference forms and the acceptance letter from the receiving institute have been received, check the "Form complete" box below.

The form will then be validated, and any remaining problems (character count, required fields) will be highlighted.

The "Submit form" button will only become active if (i) the "Form complete" box is checked, (ii) all letters of support have been received and (iii) the form content has been validated.

Please note that the reference date for eligibility calculations is the date on which you submit your complete application. Changes after this date are possible, provided that your application has not entered any evaluation round. However this requires re-opening of the application form by the EMBO Fellowship Office; the reference date will be changed to the new submission date.

A printable summary of the entire application will be displayed for your reference upon final submission, and will stay available on your home page afterwards.

Application status

☐ Reference 1 complete
 ☐ Reference 2 complete
 ☐ Receiving Institute letter complete

☐ Form complete