CALL FOR APPLICATIONS

International mobility support for PhD students – DrEAM – Episode 17

Application form

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| **Applicant information** |
| Last name: |
| First name: |
| Gender: |
| Nationality: |
| E-mail address: |
| Phone number: |

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| **Doctoral studies information** |
| Date of 1st enrolment in PhD studies: |
| PhD funding: |
| Name of doctoral school: |
| PhD subject title: |
| PhD supervisor: |
| PhD co-supervisor: |
| PhD research unit: |
| Joint PhD (cotutelle): YES / NO / Joint management (co-supervision) outside UL: YES / NO |
| Name and Country of the partner institution: |
| Date of signature of the cotutelle agreement/co-supervision agreement (DD/MM/YY) : |
| Planned UniGR label request1: YES/NO |
| Planned European Doctorate label request2: YES/NO |
| Planned MITACS Globalink Research Award application3: YES/NO |
| Member of a student-researcher club ORION: YES/NO (if yes, specify the club name and give the link to your Compact profile) |

1, 2, 3See the explanatory note on page 8

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| **International mobility project** |
| Expected length of stay (in months): |
| Start date (DD/MM/YY): |
| End date (DD/MM/YY): |
| Name of host institution: |
| Country and town of host institution: |
| Name of host research unit: |
| Head of host research unit: |
| E-mail address of head of host research unit: |
| Supervisor at host research unit: |
| E-mail address of supervisor: |
| **Short description of the existing partnership** (International agreement, LEA/LIA, IRN, Labex, Hubert Curien Partnership...) **or the partnership which is in the process of being structured** in 10 to 15 lines maximum:  ⮊ *You can specify here the contribution of the mobility to the development of the partnership or more widely to the laboratory and the Université de Lorraine.* |

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| **Short presentation of the relevance of the mobility project to the PhD student:**  ⮊ *Specify the contribution of the mobility project to the personal enrichment, the creation of a professional network, the acquisition of complementary transferable skills and to the professional project of the PhD student in 10 to 15 lines maximum.* |

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| **Short presentation of the relevance of the mobility project to the thesis work:**  ⮊ *Specify the scientific objectives of the mobility project and its contribution to the progress of the PhD student’s thesis work in 10 to 15 lines maximum.* |

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| **Provisional schedule of the research activities and tasks planned during the stay:**  ⮊ *The format of the calendar is free. However, the tasks planned for each objective and their completion period must appear in as much detail as possible. We advise you to use a Gantt chart to present your calendar.* |

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| **Estimated mobility budget**  Self-assessment document for the individual preparation of the stay, the objective is to achieve a balance between incomes and expenses. See the explanatory note (p.7) for more information. | | | | |
| **Estimated expenses** | **Amount including VAT in euros** | **Incomes** | **Amount including VAT in euros** | **Status of the incomes at the time of filing** |
| Travel expenses from France and return (plane, train, bus, other) |  | Requested DrEAM mobility grant (see page 8 to find out how to calculate it or contact us at [drv-mdd-dream-contact@univ-lorraine.fr](mailto:drv-mdd-dream-contact@univ-lorraine.fr)) |  | N/A |
| Administrative fees (visa, university tuition fees…) |  | Thesis type of funding (specify its nature: doctoral contract, CIFRE, other) and, if applicable, the amount of such funding available for supporting the mobility |  | N/A |
| Local transport fees (if covered by the host institution, indicate "free of charge") |  | Erasmus+ mobility grant if applicable |  | Income  ☐ Acquired  ☐ To be confirmed |
| Accommodation (per month X the number of months) |  | Other expected grant (specify the name of the grant and the organisation awarding it) if applicable |  | Income  Acquired  To be confirmed |
| Food (if covered by the host institution, indicate "free of charge") |  | Other financial supports (family, personal) if applicable |  | Income  Acquired  To be confirmed |
| Insurance and medical expenses |  | Other expected incomes (specify the nature of the income) if applicable |  | Income  Acquired  To be confirmed |
| Cultural expenses |  |  |  |  |
| Other expected expenses (specify their nature) |  |  |  |  |
| TOTAL EXPENSES |  | TOTAL INCOMES |  |  |

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| **Supervisors’ opinion** | | |
| **Thesis supervisor’s *reasoned* opinion:**  Signature of the thesis supervisor:  Last name, First name, Date: | | |
| **Opinion of the head of Research unit** | **Employer's opinion if outside UL (CIFRE, EPST, etc.)** | **Opinion of the head of Doctoral school** |
| Reserved**\***  Positive**\***  Very positive  **\*Please explain the reason:**  Signature of the head of Research unit:  Last name, First name, Date: | Reserved**\***  Positive**\***  Very positive  **\*Please explain the reason:**  Signature of the employer:  Last name, First name, Date : | Reserved**\***  Positive**\***  Very positive  **\*Please explain the reason:**  *If positive, estimated education credits to be awarded for this mobility:* ………………  Signature of the head of Doctoral school:  Last name, First name, Date : |

**Letter of commitment**

In case of funding for my stay at …………………………………………………….………………………..……, from ………………..………….………to ……………………..……………as part of my thesis;

I, the undersigned, …………………………….………………………...., hereby undertake to:

- comply with all the terms and conditions of the call for applications

- carry out my mobility project in accordance with the arrangements set out in my application

- inform My Doc’ Door International Office ([drv-mdd-dream-contact@univ-lorraine.fr](mailto:drv-mdd-dream-contact@univ-lorraine.fr)) without delay if any changes need to be made to my project (dates, length, location, programme, etc)

- provide all the documents and supporting evidence requested in connection with my stay

- as an ambassador for the Université de Lorraine in the host institution, have exemplary behaviour towards the host partner and comply with its regulations

- promote my home laboratory and, more broadly, the Université de Lorraine to the host scientific community

- include the LUE logo and mention the financial support of the LUE I-SITE in all publications and communications resulting from my stay abroad with the following mandatory statement:

* in French: **Ce travail a bénéficié d'une aide de l’État, gérée par l'Agence Nationale de la Recherche, au titre du projet Investissements d'Avenir Lorraine Université d'Excellence, portant la référence ANR-15-IDEX-04-LUE.**
* in English: **This work was supported partly by the French PIA project “Lorraine Université d’Excellence”, reference ANR-15-IDEX-04-LUE.**

- respond to requests for experience feedback and participate in communication activities to promote the DrEAM programme

- find out about the conditions for entering and staying in the host country and complete all the necessary formalities, in particular if necessary: application for authorisation to stay in the country - residence permit or appropriate visa, maintenance or extension of social protection rights in the host country or even taking out specific supplementary health insurance, etc.

- if I do not have French nationality, ensure that my residence documents in France (residence permit or visa) are valid until my planned return to France and take steps to renew these documents if necessary

- keep myself informed of the security instructions in force in the host country by regularly consulting the website of the French Ministry of Foreign Affairs (France Diplomatie) and by registering on the Ministry's ‘Ariane’ portal.

The Université de Lorraine shall not be liable for any difficulties that the grant recipient may encounter with regard to entry, stay or return.

The Doctoral Internationalisation Committee reserves the right to request full refund of the grant in the event of non-compliance with these commitments and the terms and conditions of the programme.

Date : / /  ; in………………………

Signature of the PhD student:

Signature of the thesis supervisor:

Explanatory note

* For the UniGR label, see conditions to meet on <http://www.uni-gr.eu/fr/doctorants/label-de-doctorat-unigr>
* For the European Doctorate label, see conditions to meet on <http://doctorat.univ-lorraine.fr/en/international/cotutelle-and-international-programs>
* For PhD students who wish to move to Canada, MITACS program can provide additional funding to the DrEAM mobility grant. This C$3,000 funding is granted under certain conditions. Research stays must last between 12 to 24 weeks and the DrEAM mobility grant awarded must be at least of C$6,000. For more information, please visit <https://www.univ-lorraine.fr/content/mobilite-au-canada>
* Instructions to complete the estimated mobility budget table correctly:

- Please do not include any costs related to scientific research.

- The requested DrEAM mobility grant must include the funding for both the round trip to the host structure abroad and the travel allowance package. For the calculation of the travel allowance package, depending on the country where you wish to travel to, please refer to the per diem rate for your destination on the website <https://www.economie.gouv.fr/dgfip/mission_taux_chancellerie/frais>. The travel allowance package amounts to 20% of the per diem rate multiplied by the number of mission days.

Example:

You are going on a 100-day mission in Spain.

The mission allowance for the State civilian staff amounts to €212 per day according to the current per diem rate.

The travel allowance package for your stay therefore amounts to:

100\*212\*0.2 = €4,240

You depart from Nancy by train to reach the airport in Paris. When calculating your travel expenses, you must therefore include round-trip train and plane tickets.

Travel expenses: 150 (train) + 200 (plane) = €350

Your requested DrEAM mobility grant therefore amounts to €4,590.

**- Please include your transport and accommodation quotations in the appendices. Screenshots of transport and housing options selected on commercial websites can be used as quotations.**

* As for the validation process from your supervisors, please have your thesis supervisor, your head of research unit and your employer (if different from UL) sign **before** uploading each required document (application form, CV, letter of acceptance from the host institution and quotations) **to the dedicated space on the home page of your ADUM personal account**. My Doc’ Door international office will then forward your application package to the head of doctoral school for his/her opinion and signature. You are therefore required to obtain all the signatures, apart from the head of doctoral school’s, **before the end of the episode**.
* For any questions, please write to [drv-mdd-dream-contact@univ-lorraine.fr](mailto:drv-mdd-dream-contact@univ-lorraine.fr)