

# **ESE Short-Term Fellowship Application**

### Name and Address of Applicant

| ESE MEMBERSHIP NO:   |   |  |  |  |
|--|---|--|--|--|
| Please note: You are required to submit a letter from the ESE Office confirming your membership details. Further information opposite. |   |  |  |  |
| FIRST NAME:  |   |  |  |  |
| LAST NAME:   |   |  |  |  |
| ADDRESS:   |   |  |  |  |
|  |   |  |  |  |
| NATIONALITY:   |   |  |  |  |
| TELEPHONE:   |   |  |  |  |
| EMAIL:   |   |  |  |  |
| DATE OF BIRTH:   | DD MM YYYY                                    |  |  |  |
| Present Position   |   |  |  |  |
| CURRENT INSTITUTION:   |   |  |  |  |
| ADDRESS:   |   |  |  |  |
|  |   |  |  |  |
| Host Laboratory De   | tails   |  |  |  |
| NAME OF HOST LABORATORY:   |   |  |  |  |
|  |   |  |  |  |
| FULL NAME OF HOST SUPER  | WISOR:  |  |  |  |
|  |   |  |  |  |
| EMAIL ADDRESS OF HOST S  | JPERVISOR:                                    |  |  |  |
| TELEPHONE NUMBER OF HOST SUPERVISOR:   |   |  |  |  |
|  |   |  |  |  |
| ESE MEMBERSHIP NUMBER OF THE HOST SUPERVISOR:  |   |  |  |  |
|  |   |  |  |  |
|  | ut the ESE Short-term Fellowship:             |  |  |  |
| COLLEAGUE  | TE O ECE OR ESE TRAINING COURSE SEARCH ENGINE |  |  |  |
|  |   |  |  |  |

#### **DOCUMENTS REQUIRED**

In addition to the completed information opposite, the following documents are required:

- A letter from the ESE Office confirming your membership details (a scanned document is acceptable).
- □ Your short curriculum vitae including a list of publications.
- A short curriculum vitae and a letter of support from the host.
- □ A letter of acceptance from the head of the research group(s) in which you will be working. CLICK HERE to download a template letter.

#### PLEASE NOTE

- All the documents should be sent electronically, preferably as a single pdf file. In addition, originally signed letters should be sent by post to the ESE Office (address below).
- Applications will only be processed if completed in full. If you have any questions regarding the application form and the required documentation please contact the ESE Office (info@euro-endo.org).
- The Fellowship should be taken up within six months of its award. Any delay will require the written authorisation of the ESE Science Committee.
- Within three months of completion of the Fellowship, the Fellow must send electronically a short report detailing the work done while in receipt of the Fellowship to the ESE Science Committee. The ESE Fellowship should be acknowledged in any work published relating to the project funded and a reprint of each article should be sent electronically to the ESE Science Committee.
- The Fellowship will only be paid in
  advance to an institutional bank account. Payment to a personal bank account will only be made once the Fellowship is completed and against receipts, if requested.

NEXT PAGE

### **Research Project Details**

Title of research project:

Describe the nature of the work and outline the proposed experiments. Please explain why it is necessary to travel to a laboratory in another country to perform the work:

Please explain why you have chosen the host laboratory mentioned above:

Please list, up to five, relevant publications form your chosen host laboratory:

| 1.  |  |  |
|---|--|--|
| 2.  |  |  |
| 3.  |  |  |
| 4.  |  |  |
| 5.  |  |  |
| Proposed dates of the visit: START DD MM YYYY Please END DD MM YYYY |  |  |
| explain why the project will require the time period requested:     |  |  |
|   |  |  |

Please detail any information about the funding of the research project:

## **Travel and Subsistence Estimate**

| I estimate my travel and subsistence costs as below: |                       |      |
|--|-----------------------|------|
| ITEM   | ESTIMATED COST (IN EU | uRo) |
|  | €                     |      |
|  | €                     |      |
|  | €                     |      |
|  | €                     |      |
|  | €                     |      |
|  | €                     |      |

SIgNatuRE:

| NaME: |            |
|-------|------------|
| datE: | DD MM YYYY |

Please print and sign a copy of this form and send together with the requested documents, preferably as a single pdf file by email to info@euro-endo.org. In addition, originally signed letters should be sent by post to: ESE Office, Euro House, 22 Apex Court, Bradley Stoke, Bristol. BS32 4JT.



#### f www.ese-hormones.org

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