

## VISITING SCHOLAR PROGRAMME : CALL 2024

### Applicant Guide

The University of Bordeaux offers funding through the Visiting Scholar programme within the framework of the France 2030 plan.

The aim of this programme is to enable the University's research laboratories and departments as well as its training components to benefit from the presence of scholars with recognized international careers and/or great expertise. Regardless of their length, these visits should benefit both researchers and students of the University of Bordeaux. The ambition of this programme is to structure sustainable international collaborations in research and/or training between the University of Bordeaux and institutions abroad.

**This programme is open to all fields of research, training and the impetus of new international partnerships.**

The mobility projects proposed by candidates must be **jointly based on research and teaching**. In accordance with the legal status of visiting professor/researcher, a successful applicant will commit to **devote up to 16 hours per month to teaching and knowledge dissemination activities** such as courses, talks, seminars, conferences, workshops, mentoring or any other pedagogical activity in parallel with his/her research activities.

Therefore, **applicant's mobility project has to include:**

- Teaching hours: series of courses/lectures or talks for PhD, Master and/or undergraduate students of the University of Bordeaux
- One or more seminars for researchers and students of the University of Bordeaux (see « Application » part of this guide p.2)

Special attention will be given to the following elements:

- Contribution to **the research and/or innovation projects** of the host structure in line with the scientific priorities of the University of Bordeaux
- Contribution to the teaching offer and **pedagogical innovation** policy of the University of Bordeaux
- **Candidate's home institution**, with the aim of initiating or strengthening one or more collaborations defined by the international and partnership strategy of the University of Bordeaux

### Duration

The programme would fund stays lasting from 1 to 10 months.

Short stays (under one month duration) are not eligible to the programme.

Applications for longer stays (3 months or more) will be prioritized and will be studied with special attention.

Visits have to be scheduled between **September 2024** and **July 2025** and have to take place during a **single mobility period**.

### Eligibility

Eligible candidates must meet the following criteria:

- Be employed by a foreign research and/or higher education institution
- Have the title of professor, assistant professor (or equivalent) in their home institution

- Provide a letter of support from the hosting training or research unit of the University of Bordeaux explaining the terms and objectives of the visit. The letter has to be co-signed by the host team leader and the director of the hosting unit (see « Application » part of this guide p.2)
- The age of the visiting scholar must not be over 67 years at the beginning of the contract
- The candidate must be legally able to be formally employed by the University of Bordeaux during the stay.

## Funding and support services

Financial support of the programme covers:

- Visiting scholar's **salary** (equivalent to the salary of a university professor in France amounting to 4 775€ gross/month or 3 860€ net/month before tax)

Accommodation is not included.

Some non-exhaustive information about the cost of living in Bordeaux can be found following this link:

<https://www.numbeo.com/cost-of-living/in/Bordeaux>

- **A round trip** from the scholar's place of residence within the limits of :
  - 800€ for travel within Europe
  - 1000€ for North Africa and Turkey
  - 1500€ for North America
  - 2000€ for the rest of Africa and the rest of the world

Any other travel(s) during the visit (conferences, seminars, etc.) must be agreed upon and paid for by the host structure from its own budget or financed by the guest.

The visiting scholars will have access to the libraries and restaurants of the University of Bordeaux.

They will also be able to benefit from a 75% subsidy on public transport passes (bus, tram, bicycle).

## Health insurance

For short stays (less than 3 months) scholars from non-EU countries must take out a travel insurance covering the entire duration of their stay.

Scholars who have a health coverage in another European Union country may apply for the European Health Insurance Card which will enable them to cover their potential health expenses in France.

Holders of a "Passeport Talent-Chercheur" visa (stay of more than 3 months) and their dependents (spouse and children) present in Bordeaux will be able to benefit from basic French health coverage (70% of health expenses covered).

**For long stays (more than 3 months),** the visiting scholars may benefit from :

- Support from the Welcome Center for International Researchers for their administrative procedures : immigration formalities, social security affiliation, taxation, school enrollment of minor children, opening a bank account, etc.
- Free attendance to French as a foreign language courses (also open to spouses) organized by the Welcome Center
- Consultancy or assistance from the Research, International, Partnerships and Innovation Department if the mobility includes a partnership or project development component

## Application

In order to meet the eligibility criteria, the applicant should identify the appropriate local scientific environment (research or training unit) for his/her project in order to provide a letter of support. This document must:

- Detail the objectives of the visit and its expected impact for the structure and the institution (specify the duration of the project, and information concerning the infrastructure, equipment and services needed to carry out the activities)
- Be co-signed by the host team leader and the director of the hosting unit

In the context of the implementation of the teaching and dissemination activities (see above), the applicant's local contact has to assist him/her in contacting the university's local structures (departments, doctoral schools and training units) in order to fill in the form C (Courses and dissemination activities template) detailing these activities during the future stay.

**Following registration on the platform** (<https://aap.u-bordeaux.fr/siaap/pub/appel/list>) the applicant will be able to **download the forms** A (Project proposal), B (Ethical issues) and C (Courses and dissemination activities template) in Word format.

It is strongly recommended to fill them in with the help of the host team.

### Application submission

In order to submit his/her application on the platform, the applicant should follow the following steps:

- Fill in 2 online administrative forms (form°1: personal data of the applicant, form°2: administrative information related to the project, see Annex)
- Attach 6 individual documents listed below in PDF format
  1. Letter of support co-signed by the head of the host team and the director of the structure
  2. Document A (Project proposal) completed with the help of the host team
  3. Document B (Ethical issues)
  4. Document C (Courses and dissemination activities template) completed with the help of the host structure
  5. CV and summary of main achievements (list of main publications, patents, grants and other scientific communications and awards) of the applicant on 6 pages maximum
  6. Letter of support from the candidate's home institution written in English or French

**Before the validation of the application, the applicant must ensure that it is complete. All the above-mentioned documents are mandatory. Incomplete applications will not be considered.**

*If you have any problems downloading documents A (Project Proposal), B (Ethical issues) or C (Courses and dissemination activities template), please contact us at [accueil.chercheurs@u-bordeaux.fr](mailto:accueil.chercheurs@u-bordeaux.fr)*

### Evaluation process

Selection criteria will be based on the project's fit with the objectives of the call as outlined above.

Applications will be evaluated according to the following criteria :

- Quality of the application
- Quality of the applicant's background (experience and main achievements)
- Objectives targeted by the program
- The applicant's project
- Expected impact for the host team and possible impact for the University of Bordeaux

### Deadlines of the 2024 call \*

- Start of the application process: December 18, 2023
- Application deadline: February 9, 2024

- Notification of the results: end of April 2024
- Beginning of the stays: from September 2024

\* any change to the provisional timetable will be announced on the dedicated web page.

## Contact

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## VISITING SCHOLARS 2023

ANNEX – Administrative application forms to be filled in within the online application platform.  
[For information only!](#)

1. General information	
<b>Scholar's personal data</b>	
Family name	
Family name at birth	
First name	
Current position	
Date of first PhD (yyyy/mm/dd)	
Gender (F/M)	
Nationality	
Country of birth	
Date of birth (dd/mm/yyyy)	
Country of residence	
<b>Scholar's contact information</b>	
Current Institution name	
Laboratory/Department	
Street name	
Number	

Town	
Postal code	
Country	
Phone number	
Phone number 2	
Email	
Did you already come to Bordeaux in the past?	Yes/no
Did you already benefit from this financial support?	Yes/no
Does your home institution have a similar funding scheme for visiting scholars?	Yes/no
<b>2. Mobility project information</b>	
The title of your mobility project or the main scientific area of the project	
The duration of the stay (in months)	
Proposed start date (dd/mm/yyyy)	
Host structure	<i>(Department/Team/Unit/Laboratory)</i>