

TUBİTAK
Department of Science Fellowships and Grant Programs
2216 Research Fellowship Program for International Researchers
The Call Announcement for 2018

1. The Aim and Scope of the Call

The purpose of the program is to advance international cooperation of Turkey in science and technology by providing financial support to international young researchers who have received their PhD or are still registered to a doctoral program abroad.

This call announcement covers the procedures and obligations related to the applicants and/or international young researchers supported by the program.

2. The Scope, Amount and Duration of the Support/Fellowship

2.1. Scope of the Fellowship

The scope of the program includes monthly stipend, travel expenses and private health insurance cost.

2.2. The Amount and Duration of the Support

The amount of the support for the researchers supported by the program is on [the web page](#) of the program.

Maximum duration of the support is 12 months.

3. Application Conditions, Required Documents and Application Method

3.1. Application Conditions

- a. Being a foreign citizen,
- b. As from the deadline of the application, having registered to a doctoral program abroad and being successful in the PhD qualifying exam or having completed his PhD,
- c. Having an invitation letter from the universities or research institutes in Turkey*
- d. Certifying that they have sufficient command of language, which will be used in the proposed research,
- e. Being 35 years old or younger as from the application deadline.

*Those receiving their doctorates from a university in Turkey are required to receive an invitation letter from a different university than his/her university that they received their doctorates, and carry out their research with an academic advisor(s) other than their doctoral thesis advisor.

3.2. Required Documents

3.2.1. Application Documents

It is obligatory to upload the following documents to the application system at the time of application;

- a. The curriculum vitae, prepared in [the format](#) determined by TUBİTAK,
- b. A detailed research proposal, prepared in [the format](#) determined by TUBİTAK, and signed by both applicant and his/her academic advisor(s) in Turkey,
- c. An invitation letter taken from the top official of a university or research institute in Turkey,
- d. A signed letter from the academic advisor(s) in Turkey including his/her views about the research proposal,
- e. Curriculum vitae and list of publications of the his/her academic advisor(s) in Turkey,
- f. Language certificate, *
- g. An official student certificate taken from in the last three months before the application date indicating that the applicant is registered as a doctoral student abroad,

- h. Doctorate diploma for young post-doctoral researchers,
- i. Copy of the identity part of the passport,
- j. Two reference letters taken from those other than the academic advisor(s) in Turkey,
- k. If necessary, the relevant Ethics Committee Certificate. **

* This certificate should indicate the language which will be used in the research proposal. It could be an international language certificate, an official document from the home university, in which the medium of instruction is the language using in the proposed research or a signed letter from the academic advisor(s) in Turkey about the language proficiency of the applicant. It is enough the submission of a signed document state of expression for whose native language is the same as the language, which will be used in the proposed research.

**If it is not ready during the application period, it can be submitted later.

3.2.2. Required Documents for the Start of the Fellowship

Applicants must start their research within 12 months from the date they are entitled to support. Fellowship will not be started for those who have not started their work during the determined period without a valid excuse (health, family issues, force majeure, etc.) which is acceptable by the GYK and they will lose their rights to fellowship for the relevant year and term.

Failure to start research during the determined period because of a valid excuse, the starting date of the research might be extended by the GYK decision in response to the reasoned request of the applicant.

After the arrival to Turkey and starting the proposed research in the university or research institute, the applicant must send the following documents to BİDEB to start his/her fellowship;

1. The originals or certified copies of the documents stated in the in subparagraphs (b), (c), (d), (f), (g), (h), (i), and (k) from the documents uploaded to the system during the application,
2. Letter of commitment, arranged by TUBİTAK, and signed by the applicant and the academic advisor(s) in Turkey,
3. A letter from the academic advisor(s) in Turkey, indicating the exact starting date of the research of the applicant,
4. Bank account information of the applicant,
5. If necessary, the relevant Ethics Committee Document.

After the completion of the process, the fellowship is started.

3.3. Application Method

The applications are made online via e-bideb.tubitak.gov.tr within the announced dates in the call announcement.

Documents uploaded to the application system must be in Turkish or English. Documents prepared in other languages must be accompanied by their certified Turkish or English translations.

If there are additional documents, they should be uploaded to the system from the "Additional Documents" module on the application page. There is no need to submit the paper form of the online application documents or any other documents uploaded to the system to BİDEB during the application period.

After the announcement of the support decision of those who are entitled to receive the fellowship, the originals or certified copies of the required documents stated above must be delivered to BİDEB. Application withdrawal can be done at any stage by an original signed petition stating the year and application period for withdrawal to be sent to BİDEB.

4. Evaluation

Applications are evaluated in two stages.

4.1. Preliminary Examination

Application documents are checked during preliminary examination. Applications which do not fulfill the requirements of the application, lack of any requested documents, do not upload any document in the requested format, are not made during the application period, and are made by fax or e-mail are returned without being subjected to scientific evaluation.

4.2. Scientific Evaluation

A scientific evaluation is carried out by expert panelists/consultants based on the following criteria;

- a. The scientific/research competence of the applicant,
- b. Scientific and technological value of the research proposal,
- c. The contribution of the application to the career development of the applicant, the host institution and Turkey,
- d. The feasibility of the proposed research.

Evaluation is based solely on documents uploaded to the system. For this reason, the documentation for each requirement must be uploaded to the system in clear and determined context. (Documents which only contains links of web pages will not be considered.)

The results of the evaluation are determined by GYK and submitted to the Presidency. The applications which will be supported and the amount of the support are finalized by the approval of the Presidency.

5. Monitoring and Finalization

Applicants must start their research within 12 months from the date they are entitled to support. Fellowship will not be started for those who have not started their work during the determined period without a valid excuse (health, family issues, force majeure, etc.) which will be accepted by the GYK and they will lose their rights to fellowship for the relevant year and term.

Failure to start research during the determined period because of a valid excuse, the starting date of the research might be extended by the GYK decision in response to the reasoned request of the applicant.

In the case of a wish of those supported less than 12 months to extend the fellowship duration up to 12 months, it needed to apply to BİDEB with the following documents;

- Reasoned request for the extension of the fellowship signed by the fellow and the academic advisor(s) in Turkey and
- Detailed research report signed by the fellow and the academic advisor(s) in Turkey.

In case the GYK approves the request, extension is finalized with the approval of the Presidency.

Fellows are obligated to submit one progress and one final report within the specified dates based on the starting date and the duration of their fellowship. These reports must be signed by the fellow and the academic advisor(s) in Turkey. Progress reports should be sent in the 6th month following the start date of the research and final reports should be sent within 1 month following the ending date of the research. These reports are evaluated by experts in the research field.

Reports disapproved as a result of the evaluation are required to be revised within the given period. Fellowship payments will be stopped if the progress reports are delayed. Fellowship of those who do not submit progress reports within 2 months from the date of suspension or their requested reports after revision are not found sufficient, may be deducted with the GYK decision.

TUBITAK support should be indicated in publications made within the scope of the program (if any) and they must be sent to BİDEB together with progress and final reports.

In the case of a wish the change of the university or research institute in Turkey, it is requires to apply to BİDEB with a reasoned request for the change, signed by the fellow and the academic advisor(s) in Turkey. In case the GYK approves the request for the change, replacement is finalized. Thereupon, it needed to take an acceptance letter from the new university or research institute in which the research will be carried out.

In the case of wishing the change of the academic advisor(s) in Turkey, it is required to apply to BİDEB with a reasoned request for the change, signed by the fellow and the academic advisor(s) in Turkey. In case the GYK approves the request for the change, reassignment is finalized. Thereupon, it is necessary to take an acceptance letter from the new academic advisor(s) in Turkey to work together.

6. Liabilities

a) Liability of Reporting

Fellows are obligated to submit one progress and one final report within the specified dates based on the starting date and the duration of their fellowship. These reports must be signed by the fellow and the academic advisor(s) in Turkey. TUBITAK support should be indicated in publications made within the scope of the program (if any) and they must be sent to BİDEB together with progress and final reports.

The fellow and the academic advisor(s) in Turkey must comply with universal scientific research and scientific publishing rules during the conduct of the research. In the case of a necessity, it is obligatory to obtain the Ethics Committee Approval document and the legal permission from the relevant institutions for the research to be done. In case of a violation of the above-mentioned rules, legal actions shall be carried out in accordance with the provisions of AYEK and ENDEK regulations.

b) Liability of Repayment

The fellow is obliged to report all kinds of fellowship or financial support received from another institution in Turkey during the fellowship period to BİDEB within 15 days from the starting date of the support. If the fellow has some financial support received from another institution in Turkey, the amount of the support within the scope of this program is separately determined by the GYK. If the fellow wishes to finish his/her research before the end of the fellowship period, the fellow and the academic advisor(s) in Turkey must inform TUBITAK at least 15 days prior to the departure. No payment is made after the termination of the research.

The fellow has to pursue his/her research studies full-time in the university or research institute in Turkey during the fellowship period. The fellow is obliged to inform TUBITAK about any short or long-term departures and the duration at least 10 days prior to the departure date. If the fellow leaves Turkey for more than 15 days during the fellowship period, he/she has to obtain TUBİTAK's approval before the departure. Otherwise, the payment is suspended during the period of absence. The fellow has the right to use annual leave not more than 15 days. Departures shorter than 15 days shall not interrupt the payment. Departures longer than 15 days are discussed in GYK and the fellowship might be temporarily suspended or cut if it is deemed necessary. If extra payment is made, the fellow is obliged to repay this amount to TUBİTAK.

If requested, suspension of the fellowship or interruption of the research is possible with the GYK's approval. The fellowship might be canceled if the research is left or interrupted the research without informing TUBİTAK.

Those receiving fellowship under this program cannot receive additional fellowship or support from other programs of TUBİTAK. In case of violation of this rule, fellowship is canceled.

7. Call Calendar (Application Terms, Application and Result Dates)

Application Terms	Application Opening Date	Application Closing Date	Results
1. Term	05.03.2018	06.04.2018	12.06.2018
2. Term	03.09.2018	05.10.2018	11.12.2018

8. Relevant legislation (Regulation, Program Directive, Evaluation Directive)

1. The Rules and Procedures with regard to the running of The Department of Science Fellowships and Grant Programs under The Scientific and Technological Research Council of Turkey (TUBITAK)
2. The Guideline with regard to the Evaluation and Monitoring of Applications and Reports by Panel/Advisor/Advisory Board Method under BİDEB The Science Fellowships and Grant Programs

In cases where it is not mentioned in the related legislation and in the announcement of this call, the decisions of the GYK shall apply.

9. Definitions and Abbreviations

- **AYEK:** TUBITAK Research and Publication Ethics Board,
- **BİDEB:** The Department of Science Fellowships and Grant Programs,
- **Science Board:** TÜBİTAK Science Board,
- **Fellowship:** Monthly payments determined according to special rules and principles and made to the fellows by the amount and period determined by the Scientific Board in order to meet the living expenses of the researchers in the country and/or abroad and undergraduate and/or undergraduate students,
- **Fellow:** Undergraduate or graduate students who receive undergraduate or graduate research fellowship and researchers who receive postdoctoral research fellowship from TUBITAK for the purpose of undergraduate or graduate study in the country and/or abroad,
- **Consultant:** Experts in the field assigned by the BİDEB to evaluate the applications for scholarship/support/event to submit opinions or to assist the Boards,
- **ENDEK:** TUBITAK Industrial Ethics Board,
- **Young Researcher:** Those under 35 years of age, with at least a bachelor's degree, working in a university or R&D organization,
- **Group Executive Board (GYK):** The Executive Board of the Science Fellowships and Grant Programs' Groups, which constitutes opinions, proposals and decisions on issues related to the groups' activities,
- **Panel:** The meeting held by experts in the field of the applications of fellowship and grant programs,
- **Panelist:** Experts in the field who are assigned to give their opinions at the evaluation meeting of the applications of fellowship and grand programs conducted by BİDEB,
- **Presidency:** The Presidency of TUBİTAK,
- **Program:** Fellowship, grant and/or competition programs organized in accordance with the procedure and carried out by the BİDEB in order to fulfill the duties specified in subparagraphs (h) and (j) of Article 2 of Law No. 278,
- **Letter of Commitment:** Signed declaration that the fellow will comply with the rules and obligations set out in the program legislation,
- **TUBİTAK:** The Scientific and Technological Research Council of Turkey,
- **International Researcher/Student:** Foreign students studying at undergraduate or graduate level and foreign researchers having at least undergraduate degree.

10. Contact

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Ek-4: 03.01.2018 tarih ve 9 sayılı BİDEB Koordinasyon Kurulu toplantısı ekidir.