

## Summary of DUO-Belgium/Wallonia-Brussels 2017 Call for Application

### 1. APPLICATION PERIOD

- **15 February 2017 - 15 April 2017**
- No applicants will be accepted beyond the deadline of 15 April 2017.

### 2. ELIGIBILITY

The applicants must meet ALL eligibility requirements:

- Applicants must be **member of the academic or scientific staff** of an institution of a Wallonia-Brussels HEI or an Asian HEI (i.e. they must be remunerated by the HEI and it must be their main occupation).
- The **Wallonia-Brussels and Asian HEIs must be recognized/accredited** by the competent authorities in the field of higher education;
- The Asian institution must be located in one of the following countries : **Australia, Bangladesh, Brunei, Cambodia, China, India, Indonesia, Japan, Kazakhstan, South Korea, Laos, Malaysia, Mongolia, Myanmar, New-Zealand, Pakistan, Philippines, Russia, Singapore, Thailand and Vietnam**;
- The Wallonia-Brussels and Asian HEIs must signed **a cooperation agreement** or must have expressed the intention to sign one in the two following years;
- The applicants who already begun the exchange before the application period of the 2017 DUO-Wallonia/Brussels programme do not qualified for the grant;
- According to the framework established by ASEM-DUO, the citizenship of the professors is not a criterion for eligibility;
- The fellowship programme is **open to all disciplines**.

### 3. FUNDING AND DURATION

For the academic year 2017-2018, the DUO Belgium/Wallonia-Brussels grants are awarded to a pair of professors for a project that should take place **between August 2017 and August 2018**.

The duration and the amount of the grants enter these conditions:

- The duration of the exchange should be of **at least one month** (although the month can be divided in 2x15 days with a pause in between) and of **maximum three months**.
- The amount of the grant awarded to the pair of professors is **5,600€** per month for the two professors (or a **total amount of 17,000€** for a three month exchange for the pair).
- This amount includes expenses linked to the exchange.
- The **grant will be paid off in instalments**; the last instalment is paid after both professors have submitted a joint mission report (maximum 4 pages).

## 4. HOW TO SUBMIT AN APPLICATION?

### 4.1. Documents to enclose

- The completed **2017 application form** for the DUO/Wallonia-Brussels Fellowship Programme (the document is available online on both the website of the ARES and ASEM-DUO). The application form must be typewritten and submitted in PDF format;
- A copy of the **academic cooperation agreement** between paired institutions or the declaration of intent to sign one in the two following years;
- The **passport copies** of the two applicants;
- The **résumé** of both applicants ;
- A **description of the project** undertaken during the exchange, or the description of the research conducted by the applicants (with detailed duration of the exchange). There is no text limit for the description.

### 4.2. Submitting the application

- The application must be **formally submitted by the institution belonging to the FW-B**, as **ONE single PDF document** to the following address : [international@ares-ac.be](mailto:international@ares-ac.be)
- An acknowledgement of receipt is sent to the applicants within 3 days after the reception of the application. Without any response after that time, please contact Florence MAERTENS ([florence.maertens@ares-ac.be](mailto:florence.maertens@ares-ac.be)).
- Applicants who are not able to send their application by e-mail may send it by registered mail to:

**Académie de Recherche et d'Enseignement Supérieur (ARES)**  
**Service des relations internationales**  
**A l'attention de Florence MAERTENS**  
Rue Royale 180  
B-1000 Bruxelles (Belgique)

- The applicants are informed of the outcome of the selection **by the 31 May 2017**.

## 5. MISSION REPORT

A mission report must be sent **not later than two months after the end of the exchange**. The report must, in **2 to 4 pages**, present the mission, the objectives reached through the programme, some guidelines for improvement, etc. The document should bring to light the main advantages of the fellowship and the **eventual weaknesses**. This should be a documented reference for the next recipients.

## 6. CONTACTS

**For any information related to this announcement, please contact:**

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