



## 2017 - CALL FOR DOCTORAL MOBILITY

**DEADLINE- JUNE 30, 2017**

### A. ELIGIBILITY

The Alliance Call for Doctoral Mobility is open to students enrolled in a PhD program at Columbia University, the Ecole Polytechnique, Sciences Po, and Paris 1 Pantheon Sorbonne University.

All students will be required to prove their eligibility by providing a copy of their student ID from one of the 4 institutions.

Applications will be accepted in all disciplines.

Please note there is additional requirements for Columbia University Law School and the Graduate School of Arts and Sciences. *Please refer to Paragraph C. of the call.*

Grants are up to **\$5,000 on expenses reimbursement basis.**

### B. APPLICATION SUBMISSION

#### APPLICATION MUST INCLUDE FOLLOWING DOCUMENTS

Application required documents must be sent in English, to [alliance@columbia.edu](mailto:alliance@columbia.edu) (in this order).

a. **Curriculum vitae** of the applicant

b. **Student ID** from the Graduate School of one of the 4 Alliance institutions: Columbia University, the Ecole Polytechnique, Sciences Po, or Paris 1 Pantheon Sorbonne University.

c. **Letter of recommendation from the Ph.D. Supervisor from the home institution:**

For confidentiality matters, this letter should be sent directly to the Alliance Program by email to: [alliance@columbia.edu](mailto:alliance@columbia.edu).

d. **Letter of Invitation:**

· **For Students from Ecole Polytechnique, Sciences Po or Paris 1 Pantheon Sorbonne:**

**Letter of invitation with the sponsorship of a Columbia University Faculty member:** Scholars can be invited with the sponsorship of a Columbia faculty member. These sponsors agree to provide guidance regarding a visitor's research. The faculty member will be the student academic supervisor during the research stay. It is strongly recommended that the Ph.D. supervisor establishes the contact with the host faculty member.

For confidentiality matters, this letter should be sent to the Alliance Program by e-mail [alliance@columbia.edu](mailto:alliance@columbia.edu).

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***For Columbia Law School and the Graduate School of Arts and Sciences; students must submit a copy of the Visiting Scholars application. Please refer to paragraph C.***

**For Students from Columbia University**

**Letter of invitation from an Ecole Polytechnique, Sciences Po, or Paris 1 Pantheon Sorbonne Faculty member:**

The professor will be the academic supervisor during the research stay.

For confidentiality matters, this letter should be sent to the Alliance Program by e-mail [alliance@columbia.edu](mailto:alliance@columbia.edu).

It is strongly recommended that the Ph.D. supervisor establishes the contact with the host faculty member.

**e. Research project description:**

The research project description should indicate how the visit will contribute to the knowledge within the applicant's field, and how the stay at the partner institution will help the progress of his/her dissertation. Any additional information on the student's specific interest for a visit at the partner institution (take courses, do field work, write an article, etc.) may be included.

The research project description should not exceed three pages (single-spaced, size 12).

**f. Dates of the stay**

**g. A photo ID and short biography:**

If the scholar is selected the photo ID and the biography will be published on our website and Newsletter under PhD Mobility recipients.

A description of the Alliance Doctoral Mobility program is available on the Alliance website for download. Applicants' supervisors/advisors shall forward this document when contacting potential faculty sponsors at the partner institution.

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### **C. ADDITIONAL REQUIREMENTS FOR COLUMBIA LAW SCHOOL (CLS) AND THE GRADUATE SCHOOL OF ARTS AND SCIENCES (GSAS)**

#### **a. Columbia Law School (CLS)**

In addition to required application documents by Alliance, all prospective Visiting Scholars must submit an application form and the supporting materials following instructions on below link.

<http://web.law.columbia.edu/international-programs/visiting-scholars-program>

- We encourage PhD Mobility program applicants to conform to the deadlines listed on Columbia Law School website listed below:

Fall intake - Candidates who propose to join the program in the Fall term should submit their applications no later than April 1.

Spring intake – Candidates who propose to join the program during the Spring term should submit their applications no later than September 1 of the previous year.

Summer intake – Candidates who propose to join the program during the Summer break should submit their applications no later than March 1.

**Program Fees Waived: only when a CLS faculty member--through the CLS internal process--formally confirms that he will sponsor a PhD Mobility candidate and a fee waiver.**

#### **b. Graduate School of Arts and Sciences (GSAS):**

In addition to required application documents by Alliance, all prospective students applying to come as Visiting Scholars to the Columbia University Graduate School of Arts and Sciences must submit an application to Columbia University GSAS.

Please follow the instructions for incoming International Exchange Scholars on following link:

<http://gsas.columbia.edu/content/non-degree-special-students-and-visiting-phd-scholars>

Acceptance by GSAS as Visiting Scholars does not automatically entitle to an Alliance Grant.

### **D. REVIEW PROCESS**

A reviewing team of faculty members will help select awardees.

The review process will take into account the overall academic quality of the proposal, the level of support from the two faculty members, the significance of the project to the field, the feasibility of the project and the contribution of the stay at the partner institution to the progress of the dissertation.

**Results will be announced by the end of 2017.**

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## E. REQUIREMENTS OF GRANT RECIPIENTS

**Project timeline:** The first project-related expenses should be incurred within one year of the date of award. All expenses and activities should be incurred within one year from the date of the first expenses.

**Communication:** Awardees are responsible for informing, no fewer than 12 weeks in advance, their two faculty supervisors of the proposed dates of their stay, as well as confirming the date of their proposed arrival with the Director of Finance and Administration of the Host/Sponsor Department.

Awardees are responsible for contacting their Host/Sponsor Department to obtain the correct visa documentation (i.e., all Visiting Scholars entering the United States from a Paris institution must obtain J-1 status before arrival).

**Report:** Awardees are required to submit to Alliance a final Academic Report on the research conducted at the host university, signed by the host institution supervisor, within one month of the end of their mobility period. This report (of no more than 750 words) will relate the benefits of the stay from an academic, personal, and professional point of view. **The submission of the mentioned report is a requirement for the payment of the grant.**

**Payment of the grant.** The grant will be attributed via expenses reimbursement upon completion of the research and conditional to the submission of the mentioned report.

All expenses associated with the research project should be listed in a signed Expense Report (forms to be provided) which will be sent to the Alliance office within 120 days from the end of the mobility.

Original supporting documents including flight information, hotel bills, and receipts should be attached to this report, with appropriate proof of payment.

In compliance with Columbia accounting practices, personal letters will not be accepted as proof of payment. Students should make sure to collect all receipts relevant to the Alliance grant from the outset.

**Conditions.** Students who do not comply with the timeline and conditions detailed above will not receive the grant.

**Acknowledgement.** Recipients are expected to acknowledge the support of the “Alliance Doctoral Mobility Grant” in any papers, publications or resumes, and to provide the Alliance team with copies of these papers and publications.

All Columbia University students and faculty members that will travel internationally within an Alliance granted project will refer to the [International Travel Planning Policy](#), and are encouraged to register their travels through the [University’s Global Travel website](#).

### CONTACT

Alliance Program

[alliance.columbia.edu](http://alliance.columbia.edu)

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