



ATSAF - CGIAR++ Junior Scientists Program

Application procedure step by step

The student expresses interest to apply for the **ATSAF - CGIAR++ Junior Scientists Program** at one of the IARC to his/her supervisor at the university (**or** a university supervisor proposes a research topic to the student **or** an International Agriculture Research Center (IARC) supervisor proposes a research topic to a student/university supervisor). After contact with the IARC, a research concept incl. work plan is agreed upon and prepared jointly by the student, the university supervisor and the future supervisor at the IARC.



The student sends the complete application to ATSAF e.V. (for details see the "call for applications").



The application goes through a review process and has to be approved by the selection committee. The selection process takes between 1 to 3 weeks.



The student sends evidence of **international health insurance** incl. medically necessary home transport and an **international liability insurance** for the duration of the stay abroad.



ATSAF e.V. and the IARC sign a **Letter of Agreement**.



ATSAF e.V. sends the **fee contract** to the student. The first payment of the lump sum will be transferred to the student upon receipt of the signed **fee contract and invoice**.





The student clarifies the details of visa arrangements, required vaccinations, travel, transport from the airport, accommodation etc. with his/her supervisor at the IARC.



The student reports immediately to the responsible German foreign representative after arrival in the country of assignment. Furthermore, the student ensures that he/she is available at all times, for both the responsible German foreign representative and for ATSAF



The student keeps ATSAF e.V. informed of any relevant changes (supervisor, schedule, thesis or research topic).



Towards the end of the research assignment, ATSAF e.V. will ask the student and IARC supervisor to submit a formal evaluation.



It is recommended that the student asks his/her supervisor at the IARC to provide a formal reference or certificate for the student.



Upon return to the home country the student is writes a final report (max. 5 pages) about his/her stay and work abroad. The second rate of the lump sum will be transferred to the student upon receipt by ATSAF of the report.



The student is asked to send his/her thesis in electronic form to ATSAF e.V. as well as to the CGIAR-center 's supervisor.