

STUDENT EXCHANGE PROGRAMME

Within
Integrated Project

**“ Realising Reliable, Durable,
Energy Efficient and Cost Effective SOFC Systems ”**



Organized by



Forschungszentrum Jülich
in der Helmholtz-Gemeinschaft



Materials Science & Technology



Supported by



**European
Commission**



Sixth Framework Programme

PURPOSES OF OUR STUDENT EXCHANGE PROGRAMME

- **to improve the co-operation** between IP partners through an exchange of staff, especially young researchers;
- **to improve the training** of students through external experts hosting;
- **to improve mobility and inter-cultural understanding** by motivating students to take part in scientific work and cultural life in a foreign country;
- **to supply specialist insight** for promoting the thesis work of students not available at the sending partner;
- **to assure integration** of further academic partners from outside of the consortium in order to exchange and spread knowledge in the frame of project activities;
- **to provide gender equality** is one of the special accents of the programme.

WHO CAN APPLY?

- Candidates should be jointly proposed by agreement between a host and a guest organizations;
- Students from all institutions included in the Real-SOFC Project, as well as from institutions which are not included in the Project are allowed to apply. In the second case, there are also two **obligatory conditions**:
 1. At least one of the mobility sides (hosting or sending institution) to be a partner of the project and
 2. Confidentiality agreement to be signed between the two mobility sides.
- Students applying for fund to be preferably in a process of preparing their/for their **magister or doctorate thesis**, as well as **young researchers**- all working in the area of SOFCs;
- The thematic of the proposed by the candidates project to be nearly related to the topics of the Project;

APPLICATION TO INCLUDE

1. **CV** of the candidate, accompanied by a photograph
2. **Application form** includes:
 - Detailed description of thesis work and/or work programme at receiving institution;
 - Cost estimate of travel, subsistence expenses and of work programme (limited to special materials);The application form is available after request from the WP6 or WT6.3. leaders. A model of application form is presented in this brochure (pages 5,6).
3. **Confidentiality agreement** between the host and the sending institutions (in a case when a partner out the Consortium is involved)

APPLICATION SUBMISSION AND TERMS

Applications should be submitted to the **WT 6.3. leader** (Eng. Mariya Ivanova), who send the complete proposal out for reviewing.

Applications can be submitted at any time. No particular deadlines have been foreseen.

A student can receive funds **only for 1 exchange visit**.

A single exchange project is eligible for funding up to duration of **3 months**. Longer projects are possible too. However, the costs for the duration exceeding three months have to be covered by the host or sending institution.

The project can fund 8 - 10 exchanges projects per year.

SELECTION OF CANDIDATES

The Selection Committee is formed of the Project Management Office (PMO) and WP 6 and WT 6.3 leaders. It reports to the project co-ordinator.

Complete applications received at the PMO will be evaluated by two independent persons among the Real-SOFC partners. The reviewers should not belong to one of the parties involved and should have significant technical back-ground. They are chosen by the WT 6.3 leader as the choice should be related to each individual application.

After evaluation of the candidate by the Selection Committee, the applicants should be informed about the outcome of the evaluation within 4 weeks after receipt of the complete documents by the PMO.

Candidates can be refused for reasons of their qualification or the topic of their work programme.

REPORTING

The student has to supply a report to the sending and receiving partners within **4 weeks** of his/her return in order to be reimbursed. The report should provide a comprehensive overview of the work performed, should be signed by the student and one of the sending/receiving partners and should comprise not more than 20 pages.

ALLOWABLE COSTS

Allowable costs that are refunded on supply of documentation include:

- **Travel expenses** up to max **750 €**(round trip, including in transport)
 - **Costs of lodging** up to max **250 €**per month
 - **Special materials costs** up to max **100 €**per month
- **Cost of child care** up to max **250 €**per month. Costs of child care are supplied in addition to the funding limit. Costs for accompanying family, apart from child care, will not be covered.
- **Fixed subsistence allowance** of **250 to 450 €**per month in dependence of general living standard of the hosting country.

Maximum funding per one exchange is limited up to 2,500 €

PROJECT PARTNERS



Real-SOFC Project web-site:
<http://www.real-sofc.com>
(Section: Students)

FOR CONTACTS:

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Exchange Proposal Sheet

Part A (completed by WT 6.3. leader)

WT 6.3	Student Exchange Activities / Proposal Submission Guidelines	
Proposal No:	Proposal Received by	Date:

Part B

	Author of proposal (Title, Name, Affiliation)	Date:
1)	Title of the project	
2)	Name of the student/young researcher	
3)	Name of the host institution (Including the contact person (supervisor) for further communication regarding this proposal, with address, e-mail, phone etc.)	
4)	Name of the sending institution (Including the contact person (supervisor) for further communication regarding this proposal, with address, e-mail, phone etc.)	
5)	Period of exchange	
6)	Cost estimate (total) (limit 2500 Euro) €
	Please break down in:	
	a) travel €
	b) accommodation €
	c) subsistence €
	d) child care €
	e) materials (only very exceptional cases, if activities are integrated into RealSOFC and they must, the partners have already their consumables budget, what makes it very hard to justify additional materials costs) €
7)	Required funding in advance* (According to the Student Exchange Programme statutes the reimbursement has to be done after the exchanged student return and reporting in 4-week-period to the PMO. *In some exceptional cases such an advanced payment is allowed.) €
8)	Bank account of the sending/hosting institution (In case that your institution has paid in advance for the exchange)	

Part C

9)	Work programme description (Objectives, activities foreseen, rough timing)	
10)	CV of the candidate (to include candidate's photograph)	Complete here or supply separately
11)	Confidentiality agreement between host and sending institutions (In case that a partner out of the Project Consortium is involved)	Supply separately

Send your completed exchange proposals to your contact person Eng. Mariya Ivanova on e-mail: m_enecheva@abv.bg

Any questions, comments and/or suggestions, related to the Student Exchange Programme are welcome and will be highly appreciated!

YOUNG PEOPLE,

✓ TAKE ADVANTAGE OF THIS GREAT OPPORTUNITY!

✓ APPLY AT ANY TIME!

✓ BE A PART OF THE YOUNG MOBILE SOFC SOCIETY!

✓ GET IN OUR PROGRAMME!

✓ BECOME OUR PARTNER!



<http://www.real-sofc.com>