University
of Basel

Vice President's Office
for Research

Doc.Mobility@unibas: Information sheet for application submission

The complete application must be submitted on **01.03. resp. 01.09. by 5:00 p.m.** at the latest. Applications that are incomplete or submitted too late will not be considered for reasons of equal treatment.

A. Submission of applications

Please register for the application. Click on the link and follow the instructions.

B. Online form

After you have registered, you will receive the link to the form. Please fill out the form and submit/upload the documents. You have the possibility to save the form temporarily and adapt it if necessary. Once the form has been submitted, no further changes can be made.

C. Application documents

The documents can be written in German or English. In case of a grant approval, *the earliest possible start of the mobility grant* is on 01.06 or 01.12, respectively.

Applicant, Correspondence address	Please complete your contact details in the form.
Departement/Institute	Please indicate at which faculty/department/subject area of the University of Basel you are doing your doctorate.
Mobility	Earliest possible funding start is on 01.06. or 01.12. Duration max. 12 months.
Host Institute	Please indicate the host institute(s) and the duration of the stay abroad.
References	Two reference persons must be specified.
Project	Please enter the following information in the form: Project title, keywords related to the research area, main discipline and, if applicable, secondary discipline and a short project summary.
Re-submission	Is this a re-submission?
Funds / third-party funds	Please indicate whether you have applied for or already received additional funding for the project.
Requested funding	Please indicate the mobility grant according to the list, any child allowance as well as any congress costs and travel expenses (see lists "Mobility grants" and "Contributions to travel expenses").
Ethics approval	Please indicate whether special permission is required for your research.
Diplomas/Degrees	Please enter the data for your degrees/diplomas.

Annex documents (PDF format required, total max. 10MB). Details on the content of the documents can be found in the "Application Guidelines".

Cover letter	Please upload your cover/motivation letter.
Letters of reference	Please upload the letters by your reference persons
Research plan	The research plan should be structured according to the information in the "Application Guidelines".
Curriculum vitae (CV)	CV and section "Major Scientific Achievements" according to the instructions in the "Application Guidelines"
Publication list	See "Application Guidelines"
Career plan	See "Application Guidelines"
Diploma copies	Upload the relevant diploma copies (including grade sheet) (see "Application Guidelines").
Confirmation host institute	Please attach the confirmation of each host institute abroad (see "Application Guidelines").
Further funding (third-party)	If applicable, please upload further funding confirmation
Family	Confirmation if necessary (see "Application Guidelines" and "Confirmation for Families").
Confirmation of matriculation	See "Application Guidelines"
Ethical approval	If necessary
Further documents	If necessary