**APPLICATION FORM**

**BSU-CEFTER FELLOWSHIP FOR VISITING EXPERT/SCHOLARS AWARDS**

Please complete this application form in conjunction with **BSU-CEFTER fellowship for visiting expert/scholars** Awards Guidelines. The form should be filled using font 12, Times New Roman.Complete applications must be submitted to the Secretary’s Office, Centre Leader’s Office, CEFTER BSU Grant Allocation Committee, P.M.B. 102119, Makurdi, Benue State, Nigeria.

|  |  |
| --- | --- |
| SECTION 1 – Candidate Details | |
| **Title** |  |
| **Surname** |  |
| **First Name** |  |
| **Institution / Country** |  |
| **Dates for proposed visit to CEFTER** |  |
| **PhD Qualification:**   * **Date Awarded** * **Discipline/Field** |  |
| **Project Title** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| SECTION 2 – Candidate’s Academic, Research, Professional and Industrial Experience Provide details of academic, research, professional and industrial experience in the past 10 years in descending date order, beginning with the current/most recent position | | | |
| **Position held** | **Organisation** | **School/Unit** | **Year appointed and status (e.g. fixed term/ongoing)** | |
|  |  |  |  | |
|  |  |  |  | |
|  |  |  |  | |

|  |
| --- |
| SECTION 3 - CURRICULUM VITAE (Maximum of 5 pages) |
| **Attach** a CV (max. 5 pages) for the candidate, which should include the following :   1. **Name and current contact details:** (including email address) 2. **Qualifications** 3. **Academic Awards:** prizes, fellowships etc. 4. **Competitive Research Funding:** details of any competitive research funding awarded 5. **Publications List:** a list of refereed publications for the past 5 years under the following headings: Books; Book chapters; Journal articles; Conference papers; Other. Use asterisks (\*) to identify publications relevant to this application. |

|  |
| --- |
| SECTION 4 – Details of Proposed Visit & Outcomes (Maximum of 3 pages PLUS references) |
| **Attach** a description of the proposed visit and outcomes (max. 3 pages PLUS references).  Suggested sections include:   1. **Aims, Significance & Outcomes**   An outline of the collaborative research the candidate proposes to undertake during their visit to CEFTER, including a brief description of the aims, significance, background, timeline, expected outcomes and how this will influence and involve host unit researchers and CEFTER postgraduate research students.   1. **Strategic Benefits & Alignment**   Description of the nature, strengths and strategic benefits of the collaboration, including the alignment of the candidate and project to the Host School/Unit, Faculty/Institute and Research Group(s).   1. **Potential for Continuing Collaborations**   Demonstrate how this project will lead to activities that sustain an ongoing collaboration, such as competitive funding applications, co-authored publications, joint research student supervision, etc.   1. **Outreach Activities**   Describe outreach activities proposed for the visit, such as public lectures and presentations, postgraduate research student workshops, mentoring activities and any other activities.     1. **Evidence of Support**   Describe how the candidate and project will be supported by CEFTER Host Unit. |

|  |  |  |
| --- | --- | --- |
| SECTION 5 - Budget requested (Refer to the Guidelines) | | |
| **Items** | **$** |
| **Travel** |  |
|  |  |
| * Airfares |  |
|  |  |
| * Living expenses |  |
|  |  |
| **Other** |  |
|  |  |
| * E.g., Hosting workshops, public lectures etc |  |
| **Total budget $ requested** |  |

|  |  |  |
| --- | --- | --- |
| SECTION 6 - Other Financial Contributions (e.g. from CEFTER Faculty/Institute/Research Group, Scholar’s Home Institution) | | |
| **Items** | **$** |
|  |  | |
| **Travel** |  | |
|  |  | |
| **Other** |  | |
|  |  | |
| **Total Other Financial Contributions** |  | |

|  |
| --- |
| SECTION 7 – Budget Justification (Provide a detailed budget justification for each item requested in Section 5) |
|  |

|  |
| --- |
| Certifications |

# I/we certify that:

1. All the details on this application form are true and complete
2. I/we have complied with the requirements as set out in the **BSU-CEFTER fellowship for visiting expert/scholars** Awards Guidelines.

|  |  |  |
| --- | --- | --- |
| **Name of Visiting International Scholar** | **Signature** | **Date** |
|  |  |  |

|  |
| --- |
| Certification by Dean of Research (or representative) |

I certify that the project is acceptable to this Faculty and that appropriate facilities are available to support it.

|  |  |  |
| --- | --- | --- |
| Name of Dean of Research (or representative) | **Signature** | **Date** |
|  |  |  |

|  |
| --- |
| Certification by Head of Applicant Institution |

I certify that the project is acceptable to this Unit and that appropriate facilities are available to support it.

|  |  |  |
| --- | --- | --- |
| Name of Head of Applicant Institution | **Signature** | **Date** |
|  |  |  |

**Official Use Only:**

**Comment**

**Head of Department of Visiting Department:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Decision of CEFTER Grant Allocation Committee:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

APPLICATION CHECKLIST

The following checklist must be completed prior to submission and attached to the application. Incomplete applications will not be accepted.

|  |  |
| --- | --- |
| Checklist | |
| Yes/No | Application Form Completed (signed by candidate, Unit Head), and Executive Dean or Representative |
| Yes/No | Additional Text (CV) prepared as per the Guidelines/Headings (maximum 5 pages) |
| Yes/No | Additional Text (Proposal) prepared as per the Guidelines/Headings (maximum 3 pages plus references) |