ALLIANCE CALL FOR DOCTORAL MOBILITY
2016-2017

GUIDELINES

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.

Applications will be accepted from all disciplines. Please note that a special procedure applied to Law students (see below).

APPLICATION SUBMISSION

- To apply, please submit your application, in English only, to rsvp.allianceprogram@gmail.com by June 30th, 2015.

- Completed applications should include:
  - Curriculum vitae of the applicant.
  - Proof of enrollment
  - Letter of recommendation from the home institution (Ph.D. advisor). For confidentiality matters, this letter should be sent directly to the Alliance Program by e-mail.
  - Letter of support from one professor from the host institution, who will be the main academic advisor during the research stay. For confidentiality matters, this letter should be sent directly to the Alliance Program by e-mail. It is strongly recommended that the Ph.D. advisor establishes the first contact with the host professor.
    Students who did not succeed in identifying a faculty sponsor are welcome to seek guidance from the Alliance team.

  - Research project description (three pages, single-spaced, size 12). This description should indicate how the research visit contributes to scientific 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 in the partner institution (take courses, do field work, write an article, etc.) may be included.

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

- Please note that students should not contact directly Columbia Law School professors; instead they must submit in their application a list of professors (no more than three), indicating why they wish to work with them.
REVIEW PROCESS

Applications are reviewed by a multidisciplinary independent committee comprised of faculty members from the four partner universities.

The review process will take into account the overall academic quality of the proposal, the level of support from the two advisors, 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 in October 2015.**

REQUIREMENTS OF GRANT RECIPIENTS

- **Project timeline.** All research projects must be initiated within one year of the date of the award. Awardees will stay a minimum of one month and a maximum of 3 months at the partner university.

- **Faculty Supervisors.** 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 administration of their host department.

  Special Instructions for all students applying to come to the Columbia University Graduate School of Arts and Sciences. Please fill out the special application form for incoming foreign exchange students:

  https://apply.gsas.columbia.edu/apply/?sr=6c28740c-b62c-469f-b96b-c9d88c5aab28

- **Travel.** Awardees are responsible for obtaining the correct visa documentation (i.e., all Alliance Doctoral Mobility Grant recipients 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.

- **Payment of the grant.** The grant will be attributed via 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 when necessary (a canceled check, bank transfer, etc.); in compliance with standard 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.

**CONTACT & INFORMATION**

Alliance Program  
Columbia University, 1208 International Affairs Building  
420 West 118th Street, New York, NY 10027, USA  
Phone: (001) 212-854-2056  
rsvp.allianceprogram@gmail.com