Application form.

KIFEE/Intpart Mobility grants 2016-2018

**Category**

[ ]  Student Mobility [ ]  Researcher Mobility (including PhD and postdoc)

[ ]  Professor mobility

**Direction**

[ ]  Norway → Japan [ ]  Japan → Norway

1. **General information**

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| --- |
| **Applicant** |
| Name |  |
| Position/Title |  |
| Affiliation |  |
| Phone |  |
| Email |  |
| Bank account(IBAN/SWIFT) |  |
| **Project leader/supervisor (home institution)** |
| Name |  |
| Position/Title |  |
| Affiliation |  |
| Phone |  |
| Email |  |
| **Collaborating partner (institution abroad)** |
| Name |  |
| Position/Title |  |
| Affiliation |  |
| Phone |  |
| Email |  |

1. **Project**

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| **Title** |
|  |
| **Short description of the project** |
|  |
| **Short description of the collaboration between project leader and collaborating partner** |
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1. **Duration and workplace**

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| --- |
| **Duration of stay** |
| Start | DD.MM.YYYY |
| End | DD.MM.YYYY |
| Duration |  |
| **Workplace** |
|  |

1. **Budget**

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| --- |
| **Budget** |
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1. **Recommendation and confirmation (mandatory)**

 Recommendation letter from home institution (project leader, supervisor etc) attached.

 Acceptance confirmation letter from institution abroad attached.

**Guidelines for applications:**

Applications can be made by students and employees at institutions and laboratories which are associated with the KIFEE collaboration (home institution, host institution, or both).

Send applications, including a recommendation letter from the home institution (project leader, supervisor etc) and an acceptance confirmation letter from the institution abroad to: marianne.dalheim@ntnu.no

**Reporting:**

A short report/travelogue describing the outcome of the stay should be submitted to marianne.dalheim@ntnu.no within 2 months after returning.

**Rates:**

1. **Students (Bachelor and Master)**

Travel expenses: Documented costs for plain/train/bus (economy class or equivalent tickets). Maximum amount: NOK 12 000,-

Residence/rent: Documented costs for bedsit at student homes or in the private market. Maximum amount: NOK 8 000,- per month.

Hotel expenses for a short period (maximum 4 days) in the start-up phase and/or the completion phase can be covered

Tuition fee: Documented costs for tuition fees can be covered by the application and individual assessment.

About 75% of the estimated costs can be refunded in advance (“reiseforskudd”).

1. **Researchers (including PhD candidates and post docs)**

Travel expenses: Documented costs for plain/train/bus (economy class or equivalent tickets). Maximum amount: NOK 15 000,-

Residence/rent: Documented costs, maximum NOK 16 000,- per month

Hotel expenses for a short period (maximum 4 days) in the start-up phase and/or the completion phase can be covered.

About 75% of the estimated costs can be refunded in advance (“reiseforskudd”).

1. **Visiting professors**

Travel expenses: Documented costs for plain/train/bus (economy class or equivalent tickets). Maximum amount: NOK 15 000,-

Residence/rent: Documented costs, maximum NOK 59 000,- the first month and then NOK 29.000 per month

About 75% of the estimated costs can be refunded in advance (“reiseforskudd”).