



SGROUP
EUROPEAN
UNIVERSITIES'
NETWORK



**INTERCONTINENTAL ACADEMIC
EXCHANGE PROGRAMME - ICON**

Guidelines for Applicants



About the ICon Programme

The **InterContinental Academic Exchange Programme (ICon)** has been created as a result of long-lasting links between the SGroup Network and its members with non-European regions under the EU-funded mobility schemes. Its aim is to promote and facilitate collaboration between SGroup members and its overseas partners through a short mobility scheme for academic and administrative staff members. Under the ICon Programme, in the form of a financial subvention from the SGroup Network, member universities can apply for a scholarship of €1000 to visit a partner institution of their choice.

The main objectives of this programme are as follows:

- To facilitate collaboration in research and education between the EU and Latin America and China;
- To encourage joint projects that can be submitted for EU-funding and other relevant programmes;
- To promote true partnerships through the establishment of co-tutelles double / multiple / joint degrees.

The ICon Mobility Partnership

The ICon partnership for 2019 is composed of the SGroup member universities on the European side and universities of **Colombia and China**. These institutions must represent the quality standards and values inherent to SGroup members, including the three levels of higher education studies.

In the forthcoming years, the programme is expected to expand to other countries and also other strategic regions of collaboration.

The ICon Programme Conditions

The ICon Programme is open for application from the year 2019, composing of **7 applications for Colombia, and 7 for China, each of €1000**. The ICon scholarship will be awarded to selected staff candidates for a study visit at Colombia and China partner institutions. The application and selection criteria are indicated below.

Only one candidate per SGroup Member University can apply for the programme in each year and for each country.



The candidates will be evaluated by the **SGroup ICon Selection Committee** within **15 working days** upon the submission of the application. The application procedure is continuous until all scholarships awarded for a given year have been distributed.

The duration of the mobility proposal of academic or administrative staff may be **from 7 days up to one month**.

Candidates will be asked to evaluate the mobility from the point of view of the accomplishment of the set goals both personal and institutional. The results of the evaluation will be reviewed on an annual basis with the aim of ensuring its maximum impact.

Application Procedure

1. General Eligibility Criteria

- Academic or Administrative staff working at a SGroup member university;
- Relevant background regarding cooperation with Colombia or China;
- Willingness to generate or consolidate cooperation links among the SGroup and the given region;
- Formal support from home and host institutions (support letters) at the stage of the application.

All applicants must receive the formal support both of their home and host institutions by presenting support letters at the stage of the application.

2. Eligibility period

The programme is available for the year 2019 (from January 2019 to December 2019) during which 14 scholarships (7 for Colombia and 7 for China) of 1000 Euro will be awarded. The programme will run until all scholarships foreseen for 2019 are awarded.

3. Mobility direction

In this second edition, the ICon mobility scheme is only available in one way from Europe to Colombia or China.



4. Application and selection criteria

In the phase of preparing the application, the candidate should follow the subsequent steps:

1. Verify the **eligibility criteria** previously indicated;
2. Provide a short version of the candidate's **CV**;
3. Provide a **motivation letter** in which the candidate justifies the objectives, impact and possible benefits of the proposed exchange programme both for the candidate and the involved institutions;
4. Provide a **programme of activities** to be carried out during the stay at the host institution;
5. **Statement of the home institution** with a brief description of the applicant's main activity;
6. **Letter of support** from the candidate's home institution;
7. **Letter of support** from the host institution;
8. The application documents must be provided electronically to the SGroup Secretariat at sgroup@sgroup.be;
9. The application process will continue until all grants are distributed for a given year;
10. The application will be evaluated within 15 working days upon its submission;
11. The selection results will be communicated by email to the candidate and to the home and host institutions;
12. The selection results will also be communicated to the SGroup members through the monthly news bulletin;
13. Candidates are responsible for the organization of the mobility e.g. contact with the host institution, purchase of the flight ticket and booking accommodation, visa procedures, etc.;
14. The transfer of the grant will be made to the beneficiary based on a form provided by the SGroup Secretariat;
15. The academic and administrative staff exchanges can start at any moment once the selection of applicants is published and whenever all the mandatory documents (work programme, visa, travel and insurance) are duly prepared.



5. Special requirements

Candidates will be asked to:

- Set realistic but relevant goals;
- Identify the impact both at personal and institutional levels;
- Identify the mobility's multiplying effects;
- Represent the excellence of the SGroup Network and its members;
- Report to Executive Committee after the mobility has taken place. The report will be based on a self-assessment with a special emphasis on the accomplished goals and impact to the network.

The report and the results will be analysed by the Executive Committee on an annual basis and the achievements will be shared at the annual Think Tanks and Liaison Officers' meetings, reviewing the impact of the programme. The feedback will be used to make informed decisions on renewing the mobility scheme and assigning financial support accordingly.

6. Obligations of the grantee:

The SGroup has the right to **suspend or to be reimbursed** on the amount of the ICon scholarship if:

- the grant holder withdraws from the programme except in case of *force majeure*;
- the grant holder does not comply with the internal regulations of the home Institution;
- the grant holder does not comply with the internal regulations of the host institution;
- the grantee holder leaves the host institution before the established end for the mobility;
- the grantee holder doesn't fulfil the requirements of his study/work programme.

7. Information and support

All the information related with the ICon Programme's implementation can be consulted on the SGroup official website www.sgroup.be and at the following email address of the SGroup Secretariat sgroup@sgroup.be.

The Liaison Officers will be in charge of disseminating this opportunity within their institutions and are expected to provide guidance with regards to meeting the programmes' criteria.