



ICGEB

International Centre for Genetic
Engineering and Biotechnology

ICGEB FELLOWSHIPS PROGRAMME

Frequently Asked Questions Arturo Falaschi Fellowships

*Search here to find answers to your questions regarding Eligibility, Applications,
Certificates and more*

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1. Eligibility criteria

Can I apply if I am not a national of an ICGEB Member State?

No, applicants must be nationals of an [ICGEB Member State](#).

Please note that special conditions may apply to other fellowship calls (other than 'Arturo Falaschi'), which may be open to nationals of non-Member States. We recommend visiting the Fellowships webpages for details on open opportunities available for your country.

I am a citizen of an ICGEB Member State, but I have lived in Australia for the past 9 years. Am I eligible to apply?

Yes, applicants must be nationals of an [ICGEB Members States](#), regardless of the country they have lived in.

I belong to a Signatory Country. Can I still apply?

No, the programme is open only to nationals of full [ICGEB Member States](#).

I have double citizenship. Am I eligible for an ICGEB fellowship?

Yes, as long as one of your nationalities belong to an [ICGEB Member State](#).

I will graduate after the March deadline. Can I still apply for a long-term PhD fellowship? Can I apply for a PhD fellowship even if I have not received my degree?

Yes, you may apply, provided that you obtain an MSc degree (or a BSc (Honours) degree if you apply for Trieste), before the start of the fellowship. In place of the diploma, please submit a certificate issued by your University confirming your expected graduation date for your BSc (Honours) or Master's degree, along with a transcript of all completed courses and the grades obtained.

Please note that if your PhD application is positively evaluated by the ICGEB Fellowships Committee, the award will be put on hold until you complete your BSc (Honours) or Master's studies and submit the relevant certificates.

I received my PhD more than 5 years ago, am I eligible for a long-term post-doc?

Yes, however please note that preference is given to candidates below the age of 35.

I will defend my PhD thesis after the March/September deadline. Can I still apply for a long-term post-doc fellowship?

Yes, you may apply, provided that you obtain your PhD degree before the start of the fellowship. In place of the PhD certificate, please submit a document issued by your University confirming your expected PhD completion date.

Please note that, if your application is positively evaluated by the ICGEB Fellowships Committee, the award will be put on hold until you complete your PhD studies and submit the relevant certificates.

Is there an age limit to apply?

Long-term PhD: There is no age limit.

Long-term Post-doc: There is no age limit, but preference is given to candidates below the age of 35.

Short-term PhD: There is no age limit.

Short-term Post-doc: There is no age limit.

SMART: There is no age limit, however preference is given to young scientists at the beginning of their research career.

To apply for a short-term fellowship, do I have to be part of a group in an ICGEB Member State, or can I apply without being affiliated with a laboratory?

You need to be associated with a lab as short-term fellowships are meant to fund collaborative research between scientists from [ICGEB Member States](#) and research groups at the [ICGEB laboratories](#) in Trieste, New Delhi and Cape Town.

Do I need to be enrolled in a PhD Programme (or at least accepted for one) to be eligible for the short-term pre-doc fellowships?

No, but preference is given to candidates already enrolled in a PhD Programme.

2. Certificates

Do I need to have my certificates translated into English and authenticated?

For PhD Long-term applications, we request copy of the diploma certificates and transcripts (academic records) giving detailed information on all courses/final examinations completed, credit value or hours per course and grades received. All academic documents must be issued by the degree-granting University and bear the official seals and signatures and should be submitted in the original language accompanied by an official English translation of each document. Some institutions (i.e., Universities) issue original/official documents in English and these are acceptable.

We accept translations issued by the Institution or a professional translating service. Translations must be original and must include evidence of status and qualification to translate into English. Self-translated documents are not acceptable.

Translations must be literal (word-for-word) translation of each document. The translations must bear the original signature of the translator with date of completion.

For Post-doc long-term applications, you need to upload the PhD degree certificate, issued by the degree-granting University and bearing the official seals and signatures, they should be submitted in the original language accompanied by an official English translation.

Some institutions (i.e., Universities) issue original/official documents in English and these are acceptable. We accept translations issued by the Institution or a professional translating service. Translations must be original and must include evidence of status and qualification to translate into English. Self-translated documents are not acceptable.

Translations must be literal (word-for-word) translation of each document. The translations must bear the original signature of the translator with date of completion.

Do I have to provide an English certificate?

Yes. To complete your application, you need to upload a TOEFL, Cambridge, or similar certificate to finalise your application.

If English was the medium of instruction during your studies, you may instead provide a certificate from your university confirming this.

Please note that if you apply for a fellowship to undertake a PhD in Trieste, you may be required to provide an IELTS certificate meeting a specified score for enrolment at the university.

3. Application process

How should I submit my application?

Applicants must submit their application online.

The first essential step is to create an account on the [ICGEB Service Gateway](https://isg.icgeb.org/auth/login) (<https://isg.icgeb.org/auth/login>).

Please follow the instructions available on the dedicated fellowship webpages (<https://www.icgeb.org/fellowship/>) and in the related guidelines.

How does the application process work?

The application process is divided into two stages. Candidates first submit an Expression of Interest, and only the candidates selected by prospective supervisors will have to proceed to complete their full application submission.

Please check out the eligibility requirements and the relevant deadlines for each phase of the application process on the dedicated fellowship webpage before starting your application.

You can submit only one application per call.

1. The first stage is the submission of the Fellowship Expression of Interest through the [ICGEB Service Gateway](https://isg.icgeb.org/auth/login). In this phase, candidates select the ICGEB laboratory and prospective supervisor and complete the online form with their basic information.
It is very important to submit your Expression of Interest by the indicated deadline in order to proceed with the review phase. Expressions of Interest will be evaluated by the Principal Investigators, and selected candidates will be invited to submit a full application.
Please refer to the guidelines: [Fellowship Expression of Interest – Online Submission Guidelines](#) and consult the dedicated call for the relevant deadlines.
2. The second stage is the submission of the full application through the [ICGEB Service Gateway](https://isg.icgeb.org/auth/login). If you are selected by your prospective supervisor, you will receive a notification confirming that you can proceed with this stage of the application process. It is important to submit your full

application by the indicated deadline.

Please refer to the guidelines: [Fellowships Application – Online Submission of Full Application Guidelines](#) (for short-term and long-term fellowships) or [SMART Fellowships Application - Guidelines for Online submission of the Full Application](#) (for SMART PhD or Postdoc fellowships).

Complete the online application form and upload all the required supporting documents.

Ask the referees you have indicated in your online application form to upload their reference letters via the link provided in the automatic notification email. Reference letters must be submitted by the application's closing date.

How do I identify the most suitable ICGEB Group Leader for my project?

Please check the full list of ICGEB Group Leaders at the following link: <https://www.icgeb.org/the-faculty/>

You should review the research activities of the ICGEB laboratories and identify the Group Leader whose research interests best match your academic background and proposed project. You will be required to indicate your selected laboratory and prospective supervisor when submitting your online Fellowship Expression of Interest.

Do I need to contact the ICGEB Group Leader before submitting my Expression of Interest?

No. Candidates are not required to contact ICGEB Group Leaders before submitting their Fellowship Expression of Interest. Please do not send emails to the Group Leaders, as all applications are managed through the online system.

Expressions of Interest are reviewed by the prospective supervisors, and candidates selected to proceed to the second stage of the application process will be informed via an automatic notification.

Following the review of your Expression of Interest, the prospective supervisor may also decide to contact you directly or invite you for an interview.

Do I have to select a supervisor from the ICGEB Group Leaders or am I allowed to choose a supervisor from outside ICGEB?

PhD and postdoctoral fellowships (short- and long-term) are awarded only for research to be carried out in one of the [ICGEB laboratories](#) in Trieste (Italy), New Delhi (India), or Cape Town (South Africa). For these fellowships, only ICGEB Group Leaders may be selected. Please refer to the following link: <https://www.icgeb.org/the-faculty/>

For SMART fellowships, which include mobility to other [ICGEB Member States](#), supervisors outside the ICGEB must be chosen.

Are there word/character limits for the application?

For some fields, a maximum number of words is allowed, as indicated in each section of the online application form.

What documents do I need to upload?

A list of the documents to be uploaded (pdf only) is available in the online application sections relevant to each fellowship:

PhD long-term:

- (i) Your full CV
- (ii) Academic records (diploma certificates and transcripts giving detailed information on all courses/final examinations completed, credit value or hours per course and grades received). Please note that all academic documents must be issued by the degree-granting University and bear the official seals and signatures and should be submitted in the original language accompanied by an official English translation of each document
- (iii) A valid identification document (passport or identity card). Recommended passport validity should be 12 months at least.
- (iv) English Certificate (TOEFL, Cambridge or similar). If English was the medium of instruction during your studies, you may instead provide a certificate from your university confirming this. Please note that if you apply for a fellowship to undertake a PhD in Trieste, you may be required to provide an IELTS certificate meeting a specified score for enrolment at the university.

Post-doc long-term:

- (i) Your full CV
- (ii) Academic records (PhD degree certificate, issued by the degree-granting University and bearing the official seal/s and signatures, to be submitted in the original language accompanied by an official English translation of each document)
- (iii) A valid identification document (passport or identity card). Recommended passport validity should be 12 months at least.
- (iv) English Certificate (TOEFL, Cambridge or similar). This document is not required when English was

the medium of instruction; however, the university must provide an official certificate attesting to this.

PhD short-term:

- (i) Your full CV
- (ii) A valid identification document (passport or identity card). Recommended passport validity should be 12 months at least.
- (iii) English Certificate (TOEFL, Cambridge or similar) or a declaration of 'English as the medium of instruction' issued by the university.

Post-doc short-term:

- (i) Your full CV
- (ii) A valid identification document (passport or identity card). Recommended passport validity should be 12 months at least.
- (iii) English Certificate (TOEFL, Cambridge or similar) or a declaration of 'English as the medium of instruction' issued by the university.

SMART PhD/Post-doc:

- (i) Your full CV
- (ii) The full CV of the Head of the Receiving Laboratory (complete with the list of his/her publications)
- (iii) A valid identification document (passport or identity card). Recommended passport validity should be 12 months at least.

Where should I upload the attachments?

Attachments must be uploaded at the end of your full fellowship application. This step will only be available after all fields and sections have been completed. After confirming your submission, you will be automatically directed to the Attachments section, where you can upload all the required documents. Please note that the system does not allow the upload of documents other than those that are mandatory. Make sure to upload the correct documents, as applications with incorrect documentation will not be considered eligible for selection.

I have problems uploading my documents. What should I do?

You are allowed to upload one file for each field (max 50 MB per document as pdf only). For technical issues, please contact support@icgeb.org.

When am I expected to receive confirmation from ICGB that my application has been received?

After each stage of the application process, you will receive an automatic notification from icgeb.notifications@icgeb.org informing you of the status of your application.

- Upon submission of your Fellowship Expression of Interest, you will receive an automatic notification confirming that your submission has been successful.
- If your Expression of Interest is accepted by your prospective supervisor, you will receive a further automatic notification inviting you to complete and submit your full application. Otherwise, you will receive a notification confirming the rejection.
- Following submission of your full application, you will receive another notification confirming either that your application has been considered complete and admitted to the selection process, or that it has been considered incomplete and is therefore not eligible for selection. Please note that the review of full applications begins after the closure of the call and may take several weeks, depending on the number of applications received.

If I submit an application for a PhD or postdoctoral long-term fellowship, do I need to contact the Liaison Officer for endorsement?

No, you do not need to contact the Liaison Officer of your Country, as they will receive an automatic message with a link to access your application for assessment and endorsement. Please note that endorsement is a fundamental requirement for the fellowship to be awarded. In the absence of endorsement, or if the application is not endorsed by the Liaison Officer, your application will not be considered eligible for the award.

Where can I find more information about the research carried out at ICGB?

Click here: <https://www.icgeb.org/the-faculty/>

Where can I find a list of the ICGEB Group Leaders?

Click here: <https://www.icgeb.org/the-faculty/>

Where can I find a list of the ICGEB Member States?

Click here: <https://www.icgeb.org/governance/members-states/>

How many calls are open each year?

Long-term PhD: one call only with final deadline on 31 March, 23:59 CET.

Long-term Post-doc, Short-term PhD, Short-term Post-doc and SMART: two calls per year, the first one with final deadline on 31 March, 23:59 CET and the second one with final deadline on 30 September, 23:59 CET.

Is collaboration between the applicant's lab and an ICGEB research group a mandatory requirement for short-term fellowships?

Yes, a collaboration between the two laboratories must be established as part of the application.

May I apply for two different fellowships under the same call?

No, only one application per call is accepted for each candidate.

Can I apply again if my previous application has been rejected?

Yes, you can apply in the next available call. You will need to complete a new application supported by updated documents.

When can I expect to receive the outcome from the ICGEB Fellowships Committee? Results are usually available within 2 months of the deadlines. However, depending on the number of applications received, this may take a bit longer. Please note that all applicants are contacted, successful and unsuccessful. Due to the high volume of applications we receive for each call, we are unable to provide individual feedback to all applicants at the end of the selection process.

If I am awarded an ICGEB PhD fellowship, when will I start the PhD programme?

For Trieste (Italy), the start date is 1 October.

For New Delhi (India), the start date is 1 August.

For Cape Town (South Africa), the start date is 15 January.

Further information will be provided in due course after the award.

If I am awarded an ICGEB PhD fellowship, can I choose the enrolling Institute for the PhD Programme?

At ICGEB New Delhi, all students are enrolled at Jawaharlal Nehru University.

At ICGEB Cape Town, all students are enrolled at the University of Cape Town.

ICGEB Trieste has agreements with different academic institutions, including The Open University (UK), the University of Nova Gorica (Slovenia), and the University of Trieste (Italy). The decision regarding enrolling in the Institute is made jointly by the ICGEB Fellowships Committee and the student's supervisor. It is not chosen by the fellow.

4. Letters of reference

How many reference letters are required for my application?

PhD/Post-doc long-term: your application must be supported by three (3) academic reference letters and at least one of these should be from a member of the University or College you attended most recently.

PhD/Post-doc short-term: your application must be supported by two (2) reference letters and at least one of these should be from a member of the University or College you attended most recently.

SMART: your application must be supported by two (2) reference letters and at least one of these should be from a member of the University or College you attended most recently.

Can I upload the recommendation letters together with my application?

No, do not upload the reference letters yourself in the system, as they will not be considered. Your referees must upload their letters directly through the system using the link provided in the automatic notification, by the application deadline.

My referees have not received the email with the link to upload their letters. What should they do?

It may be possible that the automatic notification has been delivered to their SPAM or JUNK mailbox. Please

ask your referees to check these mailboxes too. If no message is found, they should contact support@igeb.org.

Will I be informed once the referees have submitted their letter of reference?

Yes, applicants will receive a notification once a referee uploads their letter of reference.

Please make sure that the referees' contact details are correct when completing the online form, as the system will send an automatic notification with a link through which the referee can upload the recommendation letter.

You will be able to verify whether the letters of support have been submitted through the ICGEB Service Gateway, under the "My fellowships applications" section, and you may remind referees if they have not yet provided their letters.

Please note that you will not be able to view the letters of support. You will only be able to check whether they have been submitted.

5. Financial support, benefits, duration

How much is the stipend for an ICGEB fellowship?

PhD (long-term and short-term): Monthly stipend for Trieste (Italy) Euro 1,500; New Delhi (India) USD 1,122; Cape Town (South Africa) ZAR 16,500.

Post-doc (long-term and short-term): Monthly stipend for Trieste (Italy) Euro 2,300; New Delhi (India) USD 1,749; Cape Town (South Africa) ZAR 27,500.

PhD SMART: The monthly stipend is USD 1,500.

Post-doc SMART: The monthly stipend is USD 2,000.

Do I have to pay for my own health insurance?

No, medical health insurance coverage is provided by ICGEB for the entire duration of the fellowship.

Do I have to book and pay for my travel abroad?

No, the fellowship includes provision for travel expenses from the participant's home country to the country of the host lab at the beginning of the fellowship, and a return travel provision upon completion of the fellowship. Please do not book and pay for your travel by your own as it will not be reimbursed.

Is there any provision for family members?

ICGEB makes no financial provision, nor can it provide administrative support for family members of the participants in the programme.

How are the procedures to find accommodation?

ICGEB Trieste has no housing service or accommodation facilities. However, fellows will be provided with a list of possible contacts that offer housing options in Trieste.

For ICGEB New Delhi a Guest House is run on campus, on a twin-share basis, for a nominal rate. New Delhi personnel will book the accommodation on the fellow's behalf.

For ICGEB Cape Town accommodation support is provided to fellows. Arrangements are agreed upon before arrival.

What is the duration for a long-term PhD fellowship?

Long-term PhD fellowships are awarded for 4 years.

What is the duration for a long-term postdoctoral fellowship?

Long-term Postdoctoral fellowships are awarded for 2 years, with the possibility of a 1-year extension subject to approval by the ICGEB Fellowships Committee upon the supervisor's request and the availability of funds.

What is the duration for a short-term PhD fellowship?

Short-term PhD fellowships are awarded for a period of 1 to 12 months.

What is the duration for a short-term postdoctoral fellowship?

Short-term postdoctoral fellowships are awarded for a period of 1 to 6 months.

What is the duration for a SMART fellowship?

SMART fellowships are awarded for a period of 3 to 9 months.

Can short-term and SMART fellowships be extended?

No, the duration of short-term and SMART fellowships cannot be extended.

Is it possible to modify the starting date indicated in the original application?

The starting date indicated in the original application may be modified at a later stage in the event of an award. In case of selection, an updated tentative starting date is agreed upon with the prospective supervisor and should take into account the time needed to obtain all necessary travel documents (such as visa, if applicable) and availability of space in the lab. In the event of serious and unforeseen circumstances, the start date may be further adjusted, in agreement with the supervisor and the Fellowships Unit.

Please note that for long-term PhD fellowships the start date coincides with the commencement of the PhD Programmes, as indicated in the related calls.

Is there a provision for reagents and consumables under ICGEB fellowships?

Provisions for reagents and consumables are covered by the budget of the ICGEB group hosting the fellow. For SMART fellowships, instead, a monthly bench fee may be paid directly to the receiving laboratory, based on the recommendation of the ICGEB Fellowships Committee.