

GUIDE FOR APPLICANTS



AIAS-AUFF FELLOWSHIPS 2025-2026/2027

Content

1	The AIAS-AUFF fellowship Programme	1
1.1	About AIAS.....	1
1.2	The AIAS-AUFF fellowship programme.....	1
2	Duration of the fellowship	2
3	The fellowship includes.....	2
4	Eligibility.....	3
4.1	Academic eligibility.....	3
4.2	Mobility demand	3
4.3	Application requirements.....	4
5	How to apply: Application system and requirements.....	4
5.1	Applicant.....	4
5.2	Application.....	5
5.3	Consent and mobility statement	6
6	Assessment and selection	7
6.1	Review and selection panel	7
6.2	Assessment criteria.....	7
7	Working at AIAS and in Denmark.....	8
7.1	Employment conditions.....	8
7.2	Relocation service at AIAS	8
8	Contact.....	8

AIAS-AUFF Fellowships 2025 – 2026/2027

1 The AIAS-AUFF fellowship Programme

1.1 About AIAS

AIAS is a haven for intellectual exploration that proudly hosts excellent researchers who are eager to conduct and develop their research in an interdisciplinary, international and collaborative research environment. AIAS rests upon the foundation principles of interdisciplinary pursuit, fostering global collaborations and nurturing an environment where innovative breakthroughs emerge through transparent and reflective discourses by providing a space for engagement, collaboration and creativity.

AIAS is located within the campus of Aarhus University and provides an environment in which connections spark, ideas flourish and boundaries fade as you engage not only with fellow researchers from a diversity of disciplines, but also with colleagues from diverse departments and research hubs across the university.

As an 'Institute for Advanced Study', AIAS brings researchers together across disciplines, seniority and nationality. AIAS offers fellowships for excellent researchers from all academic disciplines to pursue cutting-edge research projects in optimal research conditions. The daily encounter with the diverse research disciplines at AIAS provides fellows with fresh and different insights and perspectives on their own research, leading to new and unexpected research questions and ideas.

Moreover, AIAS works as an interdisciplinary platform for research across Aarhus University and hosts both thematic groups and fellows in individual fellowships. The Institute is active and holds both small-scale and large-scale events and activities, which fellows are welcome to join and contribute to.

Read more about AIAS on the AIAS webpage: www.aias.au.dk

1.2 The AIAS-AUFF fellowship programme

An AIAS-AUFF fellowship allows for in-depth immersion and reflection in one's own project, while also offering the possibility to gain insights into other disciplines and their methodologies and approaches, thus making cross-disciplinary inspiration, collaborations and initiatives possible.

Additionally, AIAS provides a stimulating, career-empowering atmosphere with tailored activities that focus on cultivating essential competencies for a successful academic development.

During the fellowship, several joint research activities will be organized depending on the needs and interests of the selected cohort of fellows. The AIAS-AUFF fellows must be based in Aarhus and situated physically in the AIAS building to participate in and contribute to the academic life of AIAS.

2 Duration of the fellowship

The duration of a fellowship is **23 months for junior** and **11 months for senior researchers**. The fellowship period should be consecutive, and it is, therefore, not possible to split up the fellowship period into smaller parts. The fellowship is a full-time position, and it is not possible to prolong the fellowship by working part-time. **The fellowship starts on 1 September 2025 and ends on 31 July 2026/27**. The starting date is non-negotiable.

3 The fellowship includes

All fellows are offered a salary based on seniority, and employment conditions and wages are regulated through the Danish collective union agreements. Moreover, the fellowship covers one-way travel costs and offers relocation assistance (See section 7: 'Working at AIAS and in Denmark'):

- A full salary equivalent to the Danish wage levels and based on individual merits and seniority.
- The journey to Aarhus (economy class only – and subject to prior approval of cost).
- Expenses for the fee related to visa and work permit applications.
- A standard computer, office supplies, etc. available during the fellowship.

Fellows will have an office space, and the opportunity to participate in the infrastructure of AIAS, in academic training activities, and in conferences and workshops at AIAS and at the relevant research environments at AU. AIAS has a budget that will cover expenses related to conference participation, travel costs and miscellaneous items for the fellows, which will be granted on a case-by-case basis during the fellowship. It is not necessary to provide an account of these expenses during the application stage or upload a budget for such costs.

For those fellows for whom data collection (e.g. laboratory experiments, fieldwork) is vital for the project completion, a limited research budget will be made available. Projects that include these types of expenses should upload a substantiated budget as a PDF in step 2 in the application system.

The budget proposal will be negotiated in case a fellowship is awarded. Please note, that a fellowship offer is not an immediate approval of the indicated budget. The budget cannot include costs for:

- Publications (Please note that AIAS is following the same policy in terms of Open Access as Aarhus University: <https://medarbejdere.au.dk/en/open-access/open-access-policy/>)
- Equipment
- Salaries for research assistance
- Conference participation and travel
- Conference/workshop organisation

4 Eligibility

4.1 Academic eligibility

The programme targets talented researchers with an excellent and innovative research project that will benefit from being carried out in an interdisciplinary setting.

The AIAS-AUFF programme encompasses two types of fellowships:

- Junior fellowships: Applicants must hold a PhD degree at the time of the application deadline and have a minimum of **two years of experience and no more than 10 years** after the completion of the PhD degree.
- Senior fellowships: Applicants must have **11+ years of experience after** the completion of the PhD degree to apply for a senior fellowship.

The number of years is counted from the date stated on the PhD diploma up to the deadline of the call on 5 November 2024.

Career breaks

When assessing applicants' research productivity, the review and selection panel will take the applicants' individual career into account. Attention will be paid to individual career paths and circumstances caused by career interruptions and changes, e.g. maternity/paternity/parental/sick leave and compulsory military service.

Applicants should indicate the cause of the leave and state the precise starting **date and end date of the leave period** in the application template for it to be taken into consideration (in Step 1 under 'Your Academic trajectory' and in the CV. The actual months of parental leave will be multiplied by 1.5 and subtracted from the age of the applicant's PhD degree. This is to ensure that the evaluation of the applicants is gender fair.

Example: A female applicant has been employed full-time in academia since obtaining her PhD degree on 1 November 2013. She has two children and has had 10 months of maternity leave with each child. If she declares her breaks (20 months * 1.5) 30 months will be subtracted from the age of her PhD. Thus, she will still be able to apply for a 23-month junior fellowship. If the leave is not stated, she can only apply for an 11-months senior fellowship).

As for other career breaks such as military service or sick/care leave the actual number of months of leave will be subtracted from the age of the PhD degree.

4.2 Mobility demand

To enhance the internationalization of Aarhus University applicants **must comply with a mobility demand**: Applicants must not have resided or carried out their main activity (work, studies etc.) in Denmark for more than 12 months in the two years immediately prior to the deadline of the call.

Time spent as part of a procedure for obtaining refugee status under the Geneva Convention, compulsory national service and/or short stays such as holidays are not taken into account. Please indicate the period(s) and the country/countries in which you have legally resided and/or had your main activity (work, studies etc.)

during the last two years up until the application deadline in the application template (in Step 1 under 'Mobility Statement'). Wrong or missing information may cause your proposal to be ineligible. Make sure to tick the box to confirm the accuracy of your mobility statement on the last page in the application template (in step 3 under 'Consent').

4.3 Application requirements

The application must be complete and comprehensive and contain all mandatory documents. All mandatory documents must meet the requirements mentioned below in section 5: 'How to apply: Application system, application requirements and content'.

All applications are screened and will be rejected if the eligibility and application requirements are not met.

5 How to apply: Application system and requirements

In order to use the application system 'GrantOne', it is necessary to create a user profile. When your profile is complete, you can access the application template. Below is an overview of the content needed in the application template, and the flow in the online application system 'GrantOne'. The template is divided into three parts in the application system:

- 1) Applicant
- 2) Application
- 3) Consent

5.1 Applicant

The following information about **the applicant** should be provided:

- Name (as stated in your passport)
- Address
- Postal code
- City
- Country
- Email
- Phone number
- Date of birth
- Gender (for statistical purposes only)
- Nationality
- Home institution (name, address, and country)
- Department
- Academic title

Type of fellowship

Select in the dropdown menu whether you are applying for a junior or a senior fellowship.

Date of completed PhD

- Year of completed PhD: the year and date of the completed PhD that you select in the dropdown menu must be identical to the date stated on your diploma.

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Your academic trajectory (Maximum 1000 characters in the textbox)

Provide a brief outline of your personal background, professional achievements and motivation for applying for this fellowship. Not a listing of previous jobs and education as this information should be provided in the CV. If you have career breaks, please indicate these briefly here and in your CV.

Mobility Statement (Maximum 1000 characters in the textbox)

Please indicate the period(s) and the country/countries in which you have legally resided and/or had your main activity (work, studies etc.) during the last two years up until the application deadline. Any additional information you wish to make known should be included in the CV.

Uploads

PhD Diploma (Mandatory upload in Pdf):

Upload the PhD diploma. The diploma must be written in the Latin alphabet. If not, a certified translated copy must also be attached.

CV and publication list: (Maximum ten pages; mandatory upload in Pdf)

CV and publication list of a maximum of ten pages. The CV must describe your background, education, career breaks with a clear indication of the period(s) (if applicable) and career until now; and a selected list of your recent publications and/or publications that you find particularly relevant for your proposed project.

5.2 Application

Area of research

Please select your **main area of research**. The areas are compatible with the faculties of Aarhus University:

- Natural Sciences
- Technical Sciences
- Health & Medical Sciences
- Business & Social Sciences
- Arts & Humanities

A second main area of research

If your research spans more than one main area, please select a second main area of research, if applicable.

Keywords

List one to five keywords/terms that describe your research area and project proposed. The keywords will be applied when selecting an appropriate reviewer to evaluate the application. For this reason, please choose the keywords carefully so that the best-suited reviewer can be selected for review.

Project title (Maximum 100 characters in the textbox)

The title should provide the reader with a general idea of what the project is about.

Short abstract (Maximum 600 characters in the textbox)

The abstract should provide the reader with a clear understanding of the objectives and motivation of the project. This summary will be used as the short description of the proposal in the evaluation process when

communicating with the reviewers. It must therefore be short and precise and should not contain any confidential information.

Your project's novelty (Maximum 1000 characters in the textbox)

Please give a short account of the current state of the art within the field, the novelty and the originality of the proposed research project.

Why AIAS (Maximum 1000 characters in the textbox)

Please explain why your research should be carried out specifically at AIAS, and how it will benefit from being carried out in an interdisciplinary setting, the added value, and how it can contribute to the development of your project, career and possible new collaborations.

Collaborations or connections at Aarhus University (Maximum 1000 characters in the textbox)

Established collaborations at Aarhus University are not a requirement, but such collaborations are in many cases helpful for a successful fellowship. Please state if connections to AU research environments have already been established, describe plans for further cooperation, and note the contact information of the collaborator. If no connections have been established, please state which research environment or collaborators at Aarhus University, you see relevant for the project.

Project description (Maximum three pages, including references; mandatory upload in Pdf)

The project description should give the reader a clear and comprehensive understanding of the specific research project. **Applications must have a detailed project description** since the reviewers cannot evaluate poorly defined proposals adequately. The project description should be a clear, convincing and compelling account of the proposed research and include:

- Description of the methodology, the planning, and feasibility of the project within the fellowship period.
- The project's added value of being carried out in an interdisciplinary and collaborative environment.
- Considerations of the expected research impact/outcome of the proposed project.

Project plan (Maximum one page, mandatory upload in Pdf)

A timeline or Gantt chart of the proposed project.

Budget

The budget is not mandatory and is only needed for projects that require vital data collection (laboratory experiments, fieldwork, etc.). Costs for conference participation and travel do not require a budget and should thus not be included. If you enclose a budget, it must be in euro and should reflect the research proposal and the necessity for the completion of the project and all costs should be justified.

Please make sure that all the requested information is included in the application, and that the mandatory files are uploaded. **If the requirements are not met, the application will be rejected.**

5.3 Consent and mobility statement

A consent form must be filled in to give your consent that AIAS and Aarhus University can process all personally identifiable data in accordance with applicable personal data regulations and to confirm that the information provided in the application system is correct and that your mobility statement is accurate.

6 Assessment and selection

6.1 Review and selection panel

Following the application deadline, submitted applications will undergo an administrative eligibility screening. Eligible applications will be reviewed by an internal review panel assessing the projects' relevant connections, links, and fit into the interdisciplinary setting of AIAS to decide which projects will be forwarded to the international peer review. The international peer review consists of international experts within the most corresponding research field, as specified in the application system. Applications can be sent to reviewers from more than one of the following panels:

- 1) Natural sciences panel
- 2) Technical sciences panel
- 3) Health sciences panel
- 4) Business and social sciences panel
- 5) Arts and humanities panel

Based on the evaluation of the international peer reviews, a Quality Assurance Board, consisting of a representative from Aarhus University affiliated with each of the relevant main areas, will quality check the external reviews and create a threshold of applications that are put forward to the final assessment and selection by the Selection Board. The Selection Board, which consists of a broad range of AU researchers and the AIAS Management, will make the final selection.

6.2 Assessment criteria

The fellowship applications will be assessed based on the evaluation criteria below:

- **Scientific excellence of the project description**, quality of the proposed project, clear and relevant methodology, the expected impact, planning, and feasibility of the project within the fellowship period.
- Scientific excellence of the **applicant's academic qualifications**, intrinsic merits, performances, potentials, and collaborative experiences
- **Match of the applicant with AIAS and AU**: Why the project should be carried out at AIAS and AU, the added value of the interdisciplinary AIAS environment, and interdisciplinary considerations.

When to apply - Timeline

- Opening of call: August 2024.
- **Deadline for applications: 5 November 2024 at 12.00 (noon) CET.**
- Evaluation period: November 2024-February 2025.
- Applicants will receive answers: March 2025.
- Fellowship periods begin: 1 September 2025.

7 Working at AIAS and in Denmark

7.1 Employment conditions

The AIAS-AUFF Fellows will be recruited following a collective agreement for state-employed academics. The terms of salary (including pension) and employment are regulated by the collective agreement for state-employed academics. For successful applicants who are already employed at Aarhus University, the terms of the fellowship are contingent on a negotiation with the relevant head of department.

The Aarhus University work conditions will allow both female and male researchers to combine family and work, children and career.

- 37-hour work week (full-time – part-time is not possible)
- Contribution to a pension fund
- 5 (+1) weeks paid holiday annually
- Salary paid during illness
- If you have a sick child, you are entitled to stay at home with your child under the age of 18 on the first two days of illness with full salary

Foreign employees are covered by the same rules and regulations as Danish employees and are therefore covered by the Danish social security system and entitled to social security benefits. Social security in Denmark is tax-funded, i.e. as a fellow you will not have to pay health insurance contributions or long-term healthcare insurance. Danish taxes are high. However, more attractive and special taxation rules (known as “The researcher taxation rule”) apply to most foreign researchers. The HR Department at Aarhus University and the Danish tax authorities will be able to advise foreign researchers whether they qualify for the special tax rate for foreign researchers. See more information [here](#)

7.2 Relocation service at AIAS

In addition to covering the travel costs (one-way economy travel to Aarhus), the AIAS-AUFF fellows can expect assistance with practical and logistical matters that may arise. AIAS has a dedicated relocation employee who, in collaboration with the International Academic Staff Services at Aarhus University, will be of assistance in solving matters regarding visa applications, relocation, accommodation, language courses, spouse support, childcare options, finding schools for accompanying children, etc.

More information about Denmark can be found on www.workindenmark.dk - a public organization that offers practical information and general advice on all issues related to working in Denmark.

8 Contact

For additional information regarding the application process or the AIAS-AUFF programme in general, applicants are welcome to contact:

Programme Manager, Helle Villekold at helle@aias.au.dk

The programme has received funding from the Aarhus University Research Foundation (AUFF) and Aarhus University. For further information about AIAS, please visit www.aias.au.dk.

