

## CALL FOR APPLICATIONS “ISOLS TRAINEE FELLOWSHIPS 2018-2019”

The International Society of Limb Salvage, ISOLS, will offer up to two (2) Fellowships in (2018-2019) to support trainees in Limb Salvage to spend 3-12 months at an ISOLS certified training centre. The fellowship stipend is up to 10,000 EUR. The fellowship will create an excellent opportunity for education and exchange of ideas. This fellowship is a chance for young medical doctors, researchers, engineers and other persons with medically related qualifications, to gain knowledge and expertise in musculoskeletal tumors and limb salvage techniques. The fellowship is competitive and applicants require support from the head of their own department and a letter of support from the host institution.

### GUIDELINES AND APPLICATION INSTRUCTIONS

#### ELIGIBLE CRITERIA

1. Applicants must be an **ISOLS Member** (providing their ISOLS Member ID) or apply for ISOLS membership.
2. Applicants must demonstrate an established **interest in** musculoskeletal tumors and limb salvage techniques.
3. **The fellowship opportunity must be in a different country from the applicant’s home.**
4. Applicants must be **45 years old or younger.**
5. Applicants must be proficient in **English.**
6. Applicants must obtain a fellowship prior to seeking support from the Fellowship fund.
7. The grant may only be awarded to opportunities that do not otherwise have available funding.
8. Grants are provided directly to the individual.
9. **The full application must be submitted by October 1, 2017.**
10. **The fellowship must start on or before June 30, 2018.**
11. No late applications will be accepted.
12. Only complete applications, including the following mandatory components will be processed.
13. Each fellow must submit a written report to the ISOLS board within one month of the conclusion of their fellowship.

#### APPLICATIONS MUST INCLUDE

1. **Complete the application form (see enclosed) providing the following information:**
  - 1.1. **Contact information**
  - 1.2. **Proposed start date** of your Trainee Fellowship. The proposed date shall allow sufficient time for you to complete your travel, visa, passport and other formalities.
2. **Curriculum Vitae:** max. 5 pages a photo and a maximum of 5 most relevant peer reviewed publications.
3. **Personal statement (max. 1200 words):** including a statement on your areas of interest and reasons behind the visit. Please also outline what specific experience is sought and how this would benefit your individual career development.

4. **Letters of recommendation from home program.** The letter of recommendation must be on the institute's letterhead, duly signed and dated by the head of your department. **The letter of recommendation must include:**
  - 4.1. The full contact information of the person recommending you.
  - 4.2. The confirmation that you are in training with at least 3 years of clinical experience in musculoskeletal tumors and limb salvage techniques
  - 4.3. Details on your work experience.
5. **Letter of acceptance for the fellowship experience.** This should come from the host institution and needs to include the goals of the fellowship, the research goals (if research is involved), planned clinical activities and anything else pertinent to the fellowship.
6. A budget for the fellowship and sources of funding (in addition to ISOLS fellowship). For example: host institution, home institution, personal or other grant funds.
7. The amount of the fellowship award (up to 10,000 EUR) will be determined by the ISOLS board based upon the fellowship duration and available funds.

**Please send your application documents 1- 5 to ISOLS Office, attn. Dagmar Serfezi via email to [office@isols.info](mailto:office@isols.info).** All documents / attachments must be sent in PDF, in order to ensure proper conversion. The forwarded documents should not be password protected. All hand signed documents are to be scanned and included in the application.

## SELECTION PROCESS

### Selection of applicants follows a two-step approach:

A selection of applicants is made by the Members of the ISOLS Governing Board on the basis of your application.

The following criteria will be assessed:

1. Curriculum vitae
2. Personal statement
3. Letters of recommendation; other professional training
4. Quality of the application
5. How the acquired information and knowledge will be used in the home institute

Notifications will be given **by November 6, 2017**.

**For all changes or inquiries to your application**, please contact Dagmar Serfezi at: [office@isols.info](mailto:office@isols.info).

Your message must include your full name and your ISOLS Member ID.

**ISOLS will require a midpoint review and a structured summary report on the visit within one month after termination.** The host must approve this short summary.

## GENERAL CONDITIONS FOR FELLOWSHIP GRANT

The ISOLS Trainee Fellowship is a short-term educational visit that is for the duration of 3-12 months. The lump sum up to 10,000 EUR will be paid to the awardee's account. It is not intended to completely cover all travel costs or normal salary levels. Travel, accommodations, costs for visa, passports etc. are in the responsibility of the fellow. The fellowship does not cover medical care, insurance or taxes.

ISOLS Fellowship Award recipients are not insured by ISOLS either for medical expenses or for accidents that may occur during travel to and from the host institute and their place of residence, or during their stay. ISOLS is not liable for the actions, activities, health or safety of the fellows.

1. 40% of funds released upon start of the Fellowship.
2. 40% of funds released midpoint of Fellowship upon receipt of a midpoint review approved by the Fellowship Committee.
3. 20% awarded at the completion of the Fellowship upon receipt of a final summary of the fellowship experience.

The final report should summarize the experience, describing whether or not the expected goals were met, and reiterating how the experience will help further the Awardees' academic career in Musculoskeletal Oncology. If the funds are needed prior to start of the Fellowship, the Awardee may make a request for same in writing to the Committee.

## APPLICATION FORM ISOLS TRAINEE FELLOWSHIP

Herewith, I am applying for an ISOLS TRAINEE FELLOWSHIP

### PERSONAL DATA

Title

First name

Last Name

Nationality

Birth Date

Address (place of work)

Present Position

Email address

Telephone number

ISOLS MEMBERSHIP ID

NAME and ADDRESS OF THE INSTITUTE YOU WANT TO VISIT

PROPOSED START DATE

COMMENTS

### SUPPORTING DOCUMENTS

CV

Personal statement letter

Letter of Recommendation from Head Department

Letter of acceptance from host

Proposed budget

Date:

Signature:

Please send back your application form duly completed and including all supporting documents to the ISOLS Office via email [office@isols.info](mailto:office@isols.info) before the deadline of *October 1, 2017*.