

ESGAR - ARGANZ FELLOWSHIP
ESGAR Applicant
Terms & Conditions



1. APPLICATION PROCESS and ELIGIBILITY

- 1.1. Applications for fellowships must be made to the Executive Committee of ESGAR
 - a. Electronically, using the application form the ESGAR website
 - b. Include CV, motivation letter and supporting letter from Head of Department / Practice
 - c. Be submitted electronically.
 - d. By the closing date and time advised by ESGAR.
- 1.2. By submitting an application, applicants agree to be bound by these terms and conditions
- 1.3. Applicants must be radiologists residing in Europe, i.e. Fellows or Active members of ESGAR and have obtained their board certification within the last 5 years.
- 1.4. Applicants must be available to attend the Fellowship in the date range advertised

2. ASSESSMENT

- 2.1. Applications will be assessed by an ARGANZ-ESGAR Fellowship review panel composed of members of the ESGAR executive committee
- 2.2. The Panel will assess applications based on information contained in the application and supporting documents

3. REJECTION

- 3.1. The Committee may, at its sole discretion, reject any application at any time during the assessment process. Reasons for rejection may include, but are not limited to:
 - a) the application not meeting the eligibility criteria for the grant or fellowship,
 - b) the application containing inaccurate or misleading information
 - c) the application being incomplete
 - d) the applicant being found guilty of serious misconduct

4. FELLOWSHIP DETAILS

- 4.1. ARGANZ will provide up to three/four institutions who have agreed to accept an ESGAR Fellow during the advertised time frame
 - a) Each venue is generally considered as the sole venue for the duration of the Fellowship
 - b) On occasion there may be the ability to combine two institutions during the Fellowship period. If so, this will be clear during the advertising and application process
- 4.2. Applicants will choose their preferred institution during the application process
 - a) The successful applicant will be allocated to their chosen venue
- 4.3. The Fellowship is 3 months duration
 - a) The exact dates will be liaised between the successful applicant and the institution
 - b) The dates should overlap the dates of the annual ARGANZ meeting
 - c) The end date of the Fellowship will be by agreement with the institution, but is generally expected to be by the end of the second quarter of the year.

- 4.4. The Fellowship is an unpaid observership at the selected institution
- 4.5. The successful applicant (the “Fellow”) will be expected to attend the institution during normal working hours on most working days during the Fellowship period, following instructions of the head of department, or lead contact at the hosting centre.
- 4.6. Opportunities are likely to include, but are not limited to;
 - a) Attendance at Multidisciplinary meetings
 - b) Observation of reporting sessions
 - c) Opportunity to review case libraries
 - d) Contributions to research may be available, depending on the institution
- 4.7. Training and mentorship is provided free of charge by the hosting centre
- 4.8. The Fellowship is in the English language.
- 4.9. The Fellow will be provided with free registration to the ARGANZ meeting during the Fellowship period
 - a) ESGAR will contact the Fellow directly regarding registration
 - b) The Fellow should attend the meeting where possible
 - c) The Fellow is responsible for their own travel and accommodation costs associated with the meeting

5. TRAVEL, VISAS AND ACCOMODATION

- 5.1. Flights between Europe and Australia/New Zealand are the responsibility of the Fellow
- 5.2. Accommodation arrangements in Australia/New Zealand are the responsibility of the Fellow, with information support provided by the hosting centre when available
- 5.3. If needed, visas are the responsibility of the Fellow.
 - a) Generally Fellows should apply for a tourist visa, with a working visa not required.

6. AMENDMENTS

- 6.1. Any request to amend any term or condition for the fellowship must be made to the ESGAR executive in writing and must:
 - a) present reasons for the request;
 - b) be supported by substantial relevant additional information that has been verified according to the requirements of the ESGAR Panel

7. NOTIFICATION

- 7.1. The outcome of all applications will be communicated by email within 30 days of the closing date.

8. ACCEPTANCE

- 8.1. The successful applicant must confirm their acceptance and ability to attend the Fellowship within the advertised date range within 14 days of notification
- 8.2. To take up the fellowship, the successful applicant must accept the fellowship in writing.
 - a) The successful Fellow will be provided with contact details for the institution of choice, and will arrange the exact dates directly with the institution
- 8.3. Fellowships must be taken as offered and are not transferable

9. AMOUNT AND PAYMENT OF FUNDS

- 9.1. The value of the Fellowship grant will be set by ESGAR each year and advertised as part of the application process
- a) The amount paid will match the amount advertised for any particular year
- 9.2. Payment of funds for the fellowship will be processed by ESGAR within 14 days from having received the final report from the ESGAR fellow.
- a) The successful applicant must provide their payment information at least 14 days prior to payment.
- 9.3. Any recipient of the fellowship must seek their own advice on matters relating to tax. ESGAR will not provide tax advice under any circumstances.

10. REPORTING

- 10.1. Fellowship recipients are required to:
- a. Submit a brief report of the fellowship for upload to the ESGAR website outlining activities undertaken during the Fellowship
 - b. Where possible, attend the ESGAR meeting in the year following the Fellowship for formal presentation, and to join informal Young ESGAR activities to promote the fellowship to future and current Young ESGAR members

11. WITHDRAWAL

- 11.1. The fellowship may be withdrawn by the Committee if the recipient:
- a) does not attend the Fellowship during the period agreed;
 - b) is found to have provided inaccurate or misleading information in the application;
 - c) fails to comply with these terms and conditions;
 - d) is found to be guilty of serious misconduct

12. PRIVACY

- 12.1. The Committee is committed to the protection of applicant personal information and acts in accordance with Data protection according to Art. 12 to 14 GDPR of the European Union. (<https://esgar.org/privacy-policy>).

13. ACKNOWLEDGEMENT

- 13.1. Any content created by a recipient in relation to a Fellowship must indicate that the work was completed as a result of receiving the fellowship and must acknowledge ESGAR and ARGANZ.

14. ALL DECISIONS ARE FINAL

- 14.1. All decisions made by the ESGAR Committee and Panel relating to the fellowships are final. They are not subject to reconsideration, review or appeal, and discussions and correspondence will not be entered into

15. OBLIGATION

- 15.1. ESGAR is under no obligation to offer a grant each year, and may withdraw the offer at any time for any reason in its sole discretion