

**ASEM-DUO FELLOWSHIP
PROGRAMME
“DUO WALLONIA-BRUSSELS”
(BELGIUM)
CALL FOR APPLICATIONS 2022**

PUBLICATION OF THE CALL FOR APPLICATIONS: FEBRUARY 14TH, 2022
DEADLINE FOR APPLICATIONS: APRIL 28TH, 2022

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01. CONTEXT

01.1 / THE ACADEMY FOR RESEARCH AND HIGHER EDUCATION AND THE INTERNATIONAL RELATIONS

The Academy for research and higher education (*Académie de recherche et d'enseignement supérieur* – ARES) is the federation of higher education institutions (HEIs) in the Wallonia-Brussels Federation (FWB), the French-speaking Community of Belgium. As a public interest body, it is responsible for supporting institutions in their teaching, research and community service missions. It brings together 6 universities, 19 university colleges, 16 colleges of arts and 86 adult education colleges, it organises the dialogue and promotes their cooperation nationally and internationally.

As unique platform, ARES ensures global coordination for the higher education sector in the Wallonia-Brussels Federation.

ARES is the designated administrative body in charge of the implementation of the ASEM-DUO Fellowship Programme in the Wallonia-Brussels Federation, in collaboration with the ASEM-DUO Secretariat based in Seoul. It is responsible for every aspect of the administrative management of the programme including : the publication of the call for applications, the receipt of applications, the selection of the applicants, the production of all the documents related to the fellowship, the payment of grants, the receipt of the mission reports.

- » **For further information** on the international relations strategy of ARES, its vision and missions, its objectives and the different tools it uses to achieve them, see : <http://www.ares-ac.be/fr/relations-internationales>

01.2 / ASEM-DUO FELLOWSHIP PROGRAMME

A specific cooperation process between Asia and Europe in the field of education – and more specifically higher education – has been set up in the context of the Asia-Europe Meeting. The ministerial meetings, which are held alternatively in Europe and Asia, are until now the sole instrument for cooperation at a higher political level between the two continents. This mode of functioning inspires itself of the experience and best practices of the Bologna Process. During the Asia-Europe Meeting of Ministers of Education held in Kuala Lumpur in 2013, the Wallonia-Brussels Federation announced it would participate in the ASEM-DUO Fellowship Programme as of 2014.

Generally, the ASEM-DUO Fellowship Programme (dating from 2001) aims at:

- » Promoting balanced mobility of higher education students and professors between the two regions,
- » Setting up regular exchange programmes between HEIs,
- » Reinforcing cooperation and dialogue across both regions.

ASEM-DUO is composed of sub-programmes through which the States offer “paired exchanges” for students or professors between partner institutions, one European and the other Asian.

DUO Wallonia-Brussels has been established at the Wallonia-Brussels Federation in order **to promote “paired exchanges” between professors and researchers from Wallonia-Brussels HEIs and Asian ones**. The list of partner countries is: Australia, Bangladesh, Brunei, Cambodia, China, India, Indonesia, Japan, Kazakhstan, South Korea, Laos, Malaysia, Mongolia, Myanmar, New Zealand, Pakistan, Philippines, Russia, Singapore, Taiwan, Thailand, and Vietnam.

» **To learn more** about ASEM-DUO, its vision, its mission and its objectives: <http://www.aseduo.org>.

02. ASEM DUO FELLOWSHIP PROGRAMME « DUO WALLONIA-BRUSSELS » (BELGIUM)

02.1 / WHO SHOULD APPLY?

Applicants must be **member of the academic or scientific staff** of an institution of Wallonia-Brussels HEI or an Asian HEI (i.e. they must be remunerated by the HEI and it must be their main occupation).

However, the following groups **are not entitled** for a fellowship:

- » Students and PhD students,
- » Professors emeritus and honorary,
- » Teaching assistants.

Exemptions are possible for the colleges of arts. The selection committee will assess on a case-by-case basis.

The exchange is done by pairs – one professor from a Wallonia-Brussels HEI is hosted by an Asian institution, whereas an Asian professor is hosted by a Wallonia-Brussels institution.

The exchange must necessarily **take place between the two same institutions, but does not need to take place in the same time span, nor between two identical departments.**

02.2 / FUNDING AND DURATION

For the academic year 2022-2023 the DUO Wallonia-Brussels grants are awarded to a pair of professors for a project that should take place **between August 1st, 2022 and August 31st, 2023**. The total amount of the 2022-2023 ASEM-DUO Fellowship Programme is 50 000€¹.

The duration and the amount of the grants enter these conditions:

- » The duration of the exchange should be of **at least three weeks** and of **maximum two months, per person**.²
- » The amount of the grant awarded to the pair of professors is a fixed amount of **5,000€ to be shared between the two professors** according to a distribution key agreed in the convention.
- » This amount is intended to cover the travel expenses and **per diem capped at the amount of the grant**.
- » The **grant will be paid off in instalments**; the last instalment is paid after both professors have submitted a mission report (maximum 4 pages).

02.3 / ELIGIBILITY CRITERIA?

The applicants must meet all eligibility requirements:

¹ Subject to the verification of financial availabilities of the FWB Government.

² Warning, in case of a trip of more than 30 consecutive days in the same calendar year, the grant is subject to a tax imposition.

- » Applicants must be **member of the academic or scientific staff** of an institution of a Wallonia-Brussels HEI or an Asian HEI (i.e. they must be remunerated by the HEI and it must be their main occupation).
- » The **Wallonia-Brussels and Asian HEIs must be recognised/accredited** by the competent authorities in the field of higher education.
- » The Asian institution must be located in **one of the following countries** : Australia, Bangladesh, Brunei, Cambodia, China, India, Indonesia, Japan, Kazakhstan, South Korea, Laos, Malaysia, Mongolia, Myanmar, New Zealand, Pakistan, Philippines, Russia, Singapore, Taiwan, Thailand and Vietnam.
- » The Wallonia-Brussels and Asian HEIs must **signed a cooperation agreement** or must have expressed the intention to sign one in the two following years.
- » The citizenship of the candidate is not a criterion for eligibility.
- » The fellowship programme is **open to all disciplines**.

The duo could apply maximum twice for the same project and will receive maximum once the ASEM-DUO Wallonia-Brussels fellowship for the same project.

02.4 / HOW TO SUBMIT AN APPLICATION?

02.4.1 / DOCUMENTS TO ENCLOSE

- » The **completed 2022 application form** for the ASEM DUO Wallonia-Brussels Fellowship Programme (the document is available online on both the website of the ARES and ASEM-DUO). The application form must be typewritten and submitted in PDF format. Electronic authenticated signatures of PDF documents are allowed;
- » A **copy of the academic cooperation agreement** between paired institutions or, in the absence of an MoU, a declaration of intent, i.e. a letter co-signed (or two separate letters signed) by the authorities of the two institutions, or their representatives, mentioning the intention of both parties to sign an inter-institutional agreement within the next two years;
- » The **passport copies or the national identity card** of the two applicants;
- » A **CV of no more than 5 pages** for each applicant, emphasizing work experience relevant to the ASEM-DUO program.

02.4.2 / SUBMITTING THE APPLICATION

- » Please note that the **institution belonging to the Wallonia Brussels Federation applies for both partner institutions**. In each higher education institution, a contact person must be clearly identified. The person responsible for the application is the one belonging to the Belgian institution and should ideally be the institution's representative for international relations. This person is responsible for coordinating the exchange and for sending a complete application, including the documents for both applicants.
- » Applications must be submitted **between February 14th and April 28th 2022**. No application will be accepted beyond the deadline of April 28th, 2022.
- » An applicant can submit several files, with different partners. In this case, a maximum of one file per applicant could be selected, as to know, the one obtaining the highest score from the jury.
- » The application must be **formally submitted by the institution belonging to the FW-B**, as **one single PDF document** to the following address: international@ares-ac.be.

- » If the candidate is not able to send the application file by email, then it will have to be sent by mail to the following address :
 - Académie de recherche et d'enseignement supérieur — ARES
 - Direction des relations internationales
 - Laurence DALCQ
 - Rue Royale 180 – 1000 Bruxelles (Belgique)
- » An acknowledgement of receipt is sent to the applicants within 3 days after the reception of the application. Without any response after that time, please contact Laurence DALCQ (laurence.dalcq@ares-ac.be).
- » The applicants are informed of the outcome of the selection **by July 1st, 2022**.

02.5 / SELECTION

02.5.1 / SELECTION PROCEDURE

- » The **administrative eligibility** of applicant files is examined by ARES international relations department (DRI), and is validated by the president of the Committee for international relations (CRI) of the ARES.
- » The eligible files are **analysed** and ranked by a **jury** composed of designated members of the CRI. The selection is based on selection criteria defined below. If necessary, the Committee for international relations may use the help of external experts.
- » Following the selection criteria, applications are divided into **three categories: A, B or C**. Only applications that received an A by at least one of the members of the working group qualify for a grant. Subcategories (A- and A+) are possible for the A level.
- » On the basis of the results, and of the available **budget**, the Committee for international relations proceeds to the **ranking and the selection of applicants**.
- » The list of applicants selected by the CRI is sent to ARES Executive Board for validation.

02.5.2 / SELECTION CRITERIA

ARES selects beneficiaries of the ASEM DUO Wallonia Brussels Fellowship Programme based on the following criteria:

- » The scientific, academic or artistic **quality** of the submitted project;
- » The **original character** of the project;
- » The scientific, academic or artistic **quality of the applicants** (e.g. publications, publications with the partner institution, research or artistic project, exhibitions, work experience, competitions, academic background, etc.);
- » The **expected impact** of the grant **on the work and professional career of the applicant**;
- » The **expected impact** of the grant **on the applicant's institution**;
- » The **explanation for the duration** of the trip;
- » The quality of bilateral relations between the Wallonia-Brussels institution and the Asian partner;
- » The **relevance of financial support** for the applicants.

02.6 / MISSION REPORT

- » No later than 2 months after the final return date, the beneficiaries undertake to submit a free-format report of 2 to 4 pages maximum, which will report on the results of the project in the target country, according to the following structure
 - ✓ A summary of the project,
 - ✓ The actions/research carried out during the visit and the results obtained,
 - ✓ The course of the visit,
 - ✓ The impact of your visit on your institution,
 - ✓ The contribution of the ASEM-DUO program to this particular project,
 - ✓ Positive points and improvements to be made to the ASEM-DUO program.
- » This document will serve as a documentary reference for future recipients
- » The mission report will be sent by ARES to any academic, scientific and institutional partners participating in the programme.
- » During the course of his stay, the recipient is asked to write a brief description of the project that will be published on the ARES website.
- » The recipient agrees to be part of a database and to inform the ARES of its career path.

02.7 / VISA

The visa application must be introduced by the recipient to the local Belgian diplomatic post. As per his request, he/she will receive a certificate from ARES attesting the granting of a fellowship in order to facilitate any administrative procedure.

02.8 / PROVISIONAL CALENDAR

DATE	ACTION	RESPONSIBLE
February 14 th , 2022	Publication of the opening of submissions	ARES
April 28 th , 2022	Deadline for submissions	
April 29 th , 2022	Verification of the eligibility of the applicants	ARES
Week of May 16, 2022	Meeting of the jury	CRI
July 1 st , 2022	Information sent to the applicant	ARES

03. CONTACT AND FAQ

If you have any questions, please refer to our Frequently Asked Questions section available on the following link of the ARES website:

<https://www.ares-ac.be/en/relations-internationales/asem-duo-grant>

For any information related to this announcement, please contact:

Académie de recherche et d'enseignement supérieur – ARES

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