

## **RULES AND REGULATIONS**

### **VETERINARY MD. PH.D. STUDENT FELLOWSHIP (VETE- CCD - VÉTÉRINAIRE CLINICIEN-CHERCHEUR DOCTORANT)**

**ADOPTED BY**

**THE BOARD OF TRUSTEES OF THE F.R.S.-FNRS**

**ON 4<sup>TH</sup> OCTOBER 2018**

**Référence : FRS-FNRS\_REGL\_VETE\_CCD\_EN\_CA20181004\_2018.12.17\_4\_Final**

## TABLE OF CONTENTS

TABLE OF CONTENTS .....	2
CHAPTER I: NATURE OF THE FELLOWSHIP .....	3
CHAPTER II: CANDIDACY.....	3
CHAPTER III: ALLOCATION AND DURATION OF THE FELLOWSHIP .....	5
CHAPTER IV: OBLIGATIONS OF THE FELLOWSHIP HOLDERS.....	5
CHAPTER V: FINANCIAL PROVISIONS.....	6
APPENDIX 1 .....	7

## CHAPTER I: NATURE OF THE FELLOWSHIP

### Article 1

The rules and regulations hereinafter are only applicable to holders of a part-time Veterinary MD. Ph.D. Student (VETE-CCD - *Vétérinaire clinicien-chercheur doctorant*) fellowship of the Fund for Scientific Research - FNRS (F.R.S.-FNRS).

VETE-CCD applications must be submitted under Grants and Fellowships Call of the Fund for Scientific Research - FNRS (F.R.S.-FNRS).

### Article 2

Holders of a part-time VETE-CCD fellowship shall pursue their studies leading to a Ph.D. in Veterinary Sciences in a university of the French-speaking Community of Belgium under the supervision of a promoter, while pursuing a part-time activity in a hospital in the course of their clinical specialisation.

## CHAPTER II: CANDIDACY

### Article 3

All applicants to a part-time VETE-CCD fellowship must meet the following conditions:

- Hold the academic degree of Veterinary Doctor,
- Be less than 35 years old by the validation deadline fixed for the academic authorities (rectors) to validate the application,
- Have been involved for at least 2 years in a "Residency training programme" (including internship) approved by the European bodies (European Colleges recognised by the European Board of Veterinary Specialisation), by 1<sup>st</sup> October of the year during which the fellowship is granted and should start, at the latest.

### Article 4

The promoter of an applicant to a part-time VETE-CCD fellowship shall meet the following conditions altogether:

- To be permanently appointed to an academic or scientific position or on probation in a university of the French-speaking Community of Belgium.
- This appointment must have a final and conclusive assent from the competent body to legitimize this appointment in accordance with the Law or the university regulations by the time of the validation deadline fixed for the academic authorities (rectors) at the latest.
- This academic or scientific position must be effective by the time of the starting date of the fellowship, i.e., by the 1<sup>st</sup> of October at the latest, the year of the Grants and Fellowships Call concerned.

If the promoter of an applicant to a part-time VETE-CCD fellowship who is appointed permanently and accesses pension / becomes professor emeritus after the validation deadline fixed for the academic authorities (rectors) and before the end of the granting scheme in case of granting, the submission of the application shall be subject to the prior approval of the Head of institution where the research will be carried out.

The promoter permanently appointed who will access pension / become professor emeritus by the validation deadline fixed for the academic authorities (rectors) is not eligible.

Also applicants to a part-time VETE-CCD fellowship may conduct their research project under the supervision of a postdoctoral co-promoter from one of the institutions listed in Appendix 1.

#### Article 5

Applicants may not apply more than three times for the same fellowship. Applicants who have already benefited from the fellowship, regardless of the duration, may not apply either.

No applicant may apply for a part-time VETE-CCD Renewal fellowship if they have not been granted with a part-time VETE-CCD fellowship.

#### Article 6

The Grants and Fellowships Call is opened once a year and is published on the F.R.S.-FNRS website.

Applicants to a part-time VETE-CCD fellowship are able to submit their application either in French or in English and online only through SEMAPHORE, the management platform of the calls for proposals, available at the following address: <https://applications.frs-fnrs.be>.

The F.R.S.-FNRS will give applicants to a part-time VETE-CCD Renewal (VETE-CCD-REN) fellowship access to the electronic form on the [SEMAPHORE](#) application.

It is recommended to applicants who wish to have their application file assessed by [Scientific Commissions](#) dedicated to SEN (Exact and Natural Sciences) and SVS (Health and Life Sciences) domains, as well as the Scientific Commission SHS-2, to submit their application in English<sup>1</sup>.

All applications (VETE-CCD and VETE-CCD-REN) are submitted to a procedure including three successive electronic validations on the dates that will be indicated when the call for applications is published on the F.R.S.-FNRS website:

- a. The validation by the applicant: it accounts as a confirmation that the application is complete.
- b. The validation by the promoter selected pursuant to article 4: the F.R.S.-FNRS sends the application file to promoters so that they give their approval for the submitted research project and confirm the accuracy of the data provided by the applicant. The promoter may accept or refuse the application.
- c. The validation by the research unit (or Board of Education) of the university of the French-speaking Community of Belgium, to which the application file is transferred once promoters have given their consent. The academic authority may accept or refuse the application. The validation deadline fixed for the rectors puts a final end to the call for proposals.

Applications that have not been validated within the time-frame of the call cannot be taken into account.

A mini-guide specifies the validation dates as well as the documents which must be included in the application.

---

<sup>1</sup> Should the application file be submitted in French, the F.R.S.-FNRS may require the applicant to provide a translation in English for the purpose of conducting the [ex-ante evaluation](#).

### Article 7

All application files (VETE-CCD and VETE-CCD-REN) must include a letter of agreement by the head of the clinical department. By her/his approval, the head of the clinical department commits to respecting the specificities related to the part-time fellowship.

### Article 8

VETE-CCD-REN applications are assessed by Supervisory Panels (Thesis Advisory Committees).

The Renewal application form includes a document to be completed by the Supervisory Panel (Thesis Advisory Committee). This Advisory opinion must be signed and sent to the research unit (or Board of Education) of the university of the French-speaking Community of Belgium in order to be approved and signed by the academic authorities. The latter must send the document to the F.R.S.-FNRS by 31<sup>st</sup> May of the Grants and Fellowships Call concerned at the latest.

## **CHAPTER III: ALLOCATION AND DURATION OF THE FELLOWSHIP**

### Article 9

The Board of Trustees of the F.R.S.-FNRS shall decide on the allocation of part-time VETE-CCD fellowships.

VETE-CCD-REN are granted upon the positive opinion of the Supervisory Panel (Thesis Advisory Committee).

### Article 10

The part-time VETE-CCD fellowship is a research fellowship applicable for 2 years maximum, renewable once (equivalent to a duration of 4 years maximum).

## **CHAPTER IV: OBLIGATIONS OF THE FELLOWSHIP HOLDERS**

### Article 11

Holders of a part-time VETE-CCD fellowship must meet the following conditions at the latest on 1<sup>st</sup> October of the year when the fellowship is granted and should start:

- To be enrolled in the Doctoral School in Veterinary Sciences attached to the F.R.S.-FNRS,
- To be employed in a full-time position in the University Veterinary Clinic (Clinique Vétérinaire Universitaire) of the French-speaking Community of Belgium.

### Article 12

Holders of a part-time VETE-CCD fellowship must inform the F.R.S.-FNRS before any change occurs in the fellowship.

### Article 13

All funded research programmes must be in compliance with the ethics-related legal provisions in force.

### Article 14

Holders of a part-time VETE-CCD fellowship must respect the discipline enforced by the academic authority of the institution where they work and observe its rules and regulations. As fellowship holders of the F.R.S.-FNRS, they are also required to adhere to the regulation on the property, protection and promotion of the results from the research carried out within the institution.

### Article 15

By the time of the renewal application, holders of a part-time VETE-CCD fellowship are required to provide a report on the scientific activities. The report must clearly indicate the distribution of time between their research and clinical activities.

At the end of the fellowship, part-time VETE-CCD fellowship holders shall communicate a final report to the F.R.S.-FNRS.

## **CHAPTER V: FINANCIAL PROVISIONS**

### Article 16

The university is the employer of holders of a part-time VETE-CCD fellowship and shall remunerate them. The F.R.S.-FNRS will reimburse half of the full-time annual cost of the part-time VETE-CCD fellowship holder to the university upon reception of the supporting documents. Cost (on-call duties not included) includes salary cost plus all direct and indirect salary costs.

The F.R.S.-FNRS reimbursement is limited to an annual amount assigned from the F.R.S.-FNRS<sup>2</sup>.

The hospital-related salary of part-time veterinary doctors who are also researchers can be higher than the research-related salary.

---

<sup>2</sup> Limitations in force are reported in the Grants and Fellowships Call mini-guide.

## **APPENDIX 1**

Attached institutions for the co-promoter

VETE-CCD instrument

Grants and Fellowships Call

Institutions de rattachement co-promoteur / Attached institutions for the co-promoter  
Instrument Vétérinaire clinicien-chercheur doctorant / Veterinary MD. Ph.D. Student instrument  
(VETE-CCD)

<p>Co-promoteur d'une université CFB / Co-promoter of a CFB university</p>	<p>➤ <b>Universités de la Communauté française de Belgique (CFB)</b> <b>Universities of the French-speaking Community of Belgium (CFB)</b></p> <p>Université Catholique de Louvain (UCL) Université Libre de Bruxelles (ULB) Université de Liège (ULiège) Université de Mons (UMons) Université de Namur (UNamur) Université Saint-Louis - Bruxelles (USL-B)</p>
--	--