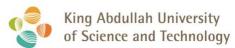# KAUST GLOBAL POSTDOCTORAL FELLOWSHIP PROGRAM

ONLINE APPLICATION - INSTRUCTIONS TO APPLICANTS

Before completing the online application, please review the guidance materials and the KAUST Global Fellowship Program website to ensure that you and your research proposal meet the eligibility criteria to apply for the program.

PREPARING YOUR APPLICATION

Follow the instructions below to prepare and submit all required documents through the online application form.

- **Create an account** on **PlutoEdu** to access the application form.

- **Use the templates** where applicable to prepare the required documents.

- Each document must be uploaded individually in a PDF format.

REQUIRED DOCUMENTS

1. CV/ Resume

Provide an up-to-date CV (**maximum 4 pages**), including: contact details, innovation/commercialization activities, teaching/ mentoring experience, key achievements, selected/ relevant publications, conference participation, and other scientific communications.

2. Publications

Submit up to two selected publications (one mandatory) you have contributed as a first or (joined-first) author that represent your work and are relevant to your background and proposed research.

3. KAUST Host PI Letter

The Host PI will co-fund 50% of your stipend and facilitate your research at KAUST.

The KAUST faculty member hosting you must provide a **support letter** using the template. The letter should explain how the applicant's research aligns with their lab directions and describe how the applicant's expertise and the proposed research project will add value to the lab and can contribute to KAUST's research priorities.

Upload the letter in the application form. The Host PI will be notified upon submission if the application meets all eligibility requirements.

Finding a KAUST Host PI
Use these resources to identify potential research groups:
KAUST Faculty | KAUST Research | KAUST Research Areas

When contacting faculty, discuss:
- How your research fits within their lab
- How your work can add value to their research
- Equipment and resource requirements
- Requesting a support letter

4. Research Proposal

Use the provided template and structure your proposal under these headings:
- Proposal Summary
- Background
- Research Plan
- Estimated Timeline Chart
- Project Deliverables
- Budget
- Communication Plan

Format: Maximum **10 pages**, Calibri font, size **11.** Use language that is understandable by scientists outside your discipline.
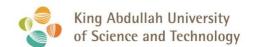
Proposed research outputs should have the potential to build and lead **impact-driven research** and potentially focus on *enhancing future research commercialization* in line with the Kingdom's Vision 2030, the RDI and KAUST research priorities – *Sustainable Environment and Essential Needs; Energy and Industrial Leadership; Health and Wellness; Economies of the Future* – and the three academic divisions of KAUST.

5. Reference Letters

You are required to indicate two referees in your application. Referees will be contacted at the email provided in the application to submit their recommendation letters via the PlutoEdu platform. Reference letters must be in English and include the referee's full name, institution, as well as the applicant's full name.

Ensure that you provide a valid email address of the referees and that they are aware about your application in advance.

COMPLETING THE ONLINE APPLICATION

After preparing all documents, complete the online application by clicking the *'Apply'* button on the KAUST Global Fellowship Program website and sign-up on PlutoEdu platform. If you already have an account, use your account credentials.

APPLICATIONS ARE ACCEPTED ANNUALLY BETWEEN

JULY 1ST AND JANUARY 15TH

Online application form sections:

1. GENERAL INFORMATION

   ▪ Where did you hear about the KAUST Global Fellowship Program?

   ▪ KAUST-affiliation information (if applicable)

2. PERSONAL DETAILS

   ▪ Fill in each blank accurately.

   ▪ The English competency questions are a self-assessment of your English level.

   ▪ If something is not applicable to your situation and it is a mandatory field, please add N/A.
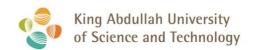
3. ACADEMIC QUALIFICATIONS AND CURRENT POSITION

   ▪ Please add your Ph.D. details only. If you are currently completing your Ph.D. add all relevant details and your **expected date** of completion.

   ▪ Other degrees, relevant qualifications, and professional experience need to be clearly mentioned in your submitted CV with dates when applicable.

   ▪ Indicate any current employment, including any postdoctoral or researcher position.

   ▪ If you don't have a current position or you are currently finishing your Ph.D., reply no to the question about any current or more recent position.

4. RESEARCH PROPOSAL SUMMARY

   ▪ Please provide the title, abstract, and 10 keywords relevant with the submitted research proposal. Keywords should capture the core concepts, themes, methods, and scope of the proposed research project.

   ▪ Identify your host PI, division and program using the provided links: KAUST Faculty | KAUST Research | KAUST Research Areas

   ▪ Contact and secure a Host PI support letter **before submitting your application**. The Host PI must be affiliated with the division/ program you are applying for.

King Abdullah University
of Science and Technology

5. <u>REFEREES INFORMATION</u>

- Please provide the details for two referees. Referees will be notified to provide recommendation letters. It is recommended to contact your referees in advance and inform them about this application.

- Please see the Application Guidelines for Information about the Referees and Recommendation Letters.

6. <u>DOCUMENT UPLOAD</u>

- Upload each required document (CV, Publications, Host PI letter, Research Proposal) separately in PDF format. Each file should not exceed 10MB.

Final Submission

Review your application before submission making sure that all information is correct including any grammar mistakes. Once submitted, you will receive a confirmation email with your application number and no other changes can be made to the application.

For any questions or inquiries, please contact the KAUST Global Fellowship Program Team at kgfp@kaust.edu.sa.

King Abdullah University
of Science and Technology