

IBRA SCHOLARSHIP HEAD & LIMBS

FAQ

Who can apply for the IBRA Scholarship Program?

The candidate should have an MD, DMD/DDS diploma or equivalent. The target group for this scholarship program is primarily, but not exclusively, younger colleagues. However, there is no specific age limit. It is important that the candidate has clear expectations as to how this desired scholarship will benefit his/her professional career. Before the final decision on awarding support is made, the candidate must be accepted to the scholarship program by the fellowship director of the Training Center.

Where can I find the official application form?

You can download the IBRA Scholarship Program Application Form from the IBRA Webpage (www.ibra.ch). Under the [Scholarship Program](#) site, you will find the respective form for program A, B or C.

The application form is prepared as a fill-in document. Please type directly on this PDF file. Note: The full version of Adobe Acrobat version 5 or higher is required to save your input.

Only electronically filled out application forms in English language will be accepted. No handwritten responses or incomplete submissions will be accepted. Electronically submitted applications are preferred.

Must all my attachments and required supplements be in English?

Yes. If you provide documents in another language, they should be accompanied by an accurate translation.

Can I apply for a scholarship in any guest institution?

No, only IBRA Training Centers will be accepted. A list and details of [IBRA Training Centers](#) is available on the [Education](#) site.

What should the Acknowledgement of the guest institution contain?

It is mandatory that the application is accompanied by a written acknowledgement of the guest institution, indicating the agreed date of the stay and duly signed by the Fellowship Director. A clear statement of the objectives to be followed during the Scholarship will be beneficial for the final evaluation through the committee.

To whom do I have to send my application?

All application should be addressed to the IBRA Administration Office in Basel

Why should my expectations and objectives for the scholarship be mentioned in the application?

The clear indications of your professional objectives and expectations will not only support your application, but will also help the training center to consider and prepare an adequate Training Program.

Can I send my application by e-mail?

Your completed application has to be hand signed. Therefore only emails with PDF copies of your application and relevant documents or submission by fax or post will be accepted.

When and how will my application be evaluated?

The deadlines for all scholarship applications are January 10th and September 1st of each year.

The *IBRA Education Committee Head* or the *IBRA Education Committee Limbs* will formally assess your application at their official meetings. Each committee meets at least two times a year.

When will I find out whether my application has been accepted or not?

In general, applicants will be informed whether they have been accepted or not by written notification just after the evaluation meeting of the committees, routinely by the end of January or September.

No reasons will be given for rejection of the application.

What kind of financial support does an IBRA Scholar receive?

Depending on where the IBRA Training Center or an international congress is located, the duration of the fellowship and for which Program the scholar is applying for, the committees will define the total amount of the IBRA Scholarship within the range of stipends defined in the respective [type of scholarship program](#).

What costs should the scholarship cover?

The scholarship will mainly cover the living expenses of the scholar to a greater or lesser extend.

In addition, administrative and organizational costs of the training center, which results from the IBRA Scholarship, are compensated as well.

Where will I find assistance for living arrangements, visa and travelling?

All arrangements regarding visa, travelling and living conditions are on the account of the scholar.

The availability of inexpensive living arrangements and other questions related to your possible stay should be discussed with the person coordinating the IBRA Scholarship at the Training Center.

When will the scholarship be paid?

The IBRA Scholarship is paid in two installments. The first payment will be made approximately 1 month prior to the start of the fellowship. The second payment will be made only after receipt of the final report, which has to be sent to the IBRA Administration Office 4 weeks upon completion of the fellowship.

What should I write in my Scholarship Report?

The Scholarship Report should summarize the various professional experiences and achievements you have gathered during the scholarship and which benefits from the experiences you expect in the long term.

Formal Aspects

- Maximum of 3 pages (DIN A4)
- Submission date: 4 weeks after end of scholarship
- To be signed by the director of the Training Center
- Submitted electronically in English
- IBRA reserves the right to publish your report on the IBRA Homepage

Content of the Scholarship Report

- Name of Scholar, contact details home and hospital
- Name of Training Center and Director
- Date of Scholarship
- Description of Scholarship
- Assignment and Focus
- Experience gained (specific skills and knowledge)

Your personal impressions & outlook (Scholarship, Training Center, Country, Region, future activities, etc.) will enhance the content of your report and possible added pictures would put a finishing touch to it.

IBRA will publish your final report on its Homepage provided you agree with it.

Program C Scholars further have to submit a copy of the paper or the respective publication with acknowledgement of IBRA

Which documentation will I obtain after my scholarship?

To conclude, IBRA will confirm your Scholarship with an IBRA Scholarship Certificate. This will be sent to you after receiving of your final report and the final Scholarship payment.