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# FAQ

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On this page you will find answers to frequently asked questions related to the SYLFF fellowship programme. If you can't find the answer to your question here, please contact the [program administrator](#).

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## Applications

Should I list French as a third language if I only speak it at an elementary level?

List in particular the languages that you think are relevant for your research/stay abroad.

What should I list as my current job if I do occasional part-time work and mainly focus on my PhD?

If you think some of your work experience (even part-time work) is relevant to your research or objectives of the SYLFF programme, then we recommend listing it.

With my application, do I need to provide confirmation of being accepted at a university abroad, i.e. an acceptance letter? An acceptance letter is not needed at this phase of the application.

## Studies

I am currently in the combined form of study (studying part-time). Can I apply, and then, if successful, switch to full-time studies?

Yes, this is possible.

Almost all of my PhD studies has been spent in the recognized parenting period. If I were studying now, I would be in the 4th year. Do I still have a chance to apply for a fellowship?

The maximum period of study is extended by the recognized parenting period, but the standard period of study does not change. Here too, the application must be submitted no later than in the 3<sup>rd</sup> (or next-to-the last) year.

Can I apply for a fellowship if my studies are currently interrupted?

You cannot apply for a fellowship during a period of interrupted studies.

The SYLFF fellowship is awarded for a calendar year, but can I begin, for example, in November?

The SYLFF fellowship is always for the academic year – i.e. October to September.

## Internship abroad

Can an already completed foreign internship be recognized or do I need to go abroad again?

A research stay abroad must be an integral part of the research plan that the student intends to implement during the period of the fellowship (i.e. October-September). Stays completed in the past cannot be recognized.

What is the minimum duration of the stay abroad? Is it possible to plan it only as short-term trips (museums, archives, research centres, conferences...)?

The stay must last at least one month, but it can be split into several shorter visits.

## Dissertation

What does it mean to prepare a substantial part of your dissertation? Is it specified in any way?

If a student applies in the 3<sup>rd</sup> year of the standard study period, they are expected to complete the entire dissertation during the 4<sup>th</sup> year of the fellowship. A substantial part is not specified, for example, by the number of pages. It is assumed that fulfilment of this criterion will be assessed individually by the committee depending on the specific research plan.

How would it be handled if I became seriously ill and wanted to interrupt or quit my studies?

The specific situation would be resolved individually with the student and the foundation.

Is it possible to apply even with an outdated topic such as religious studies relating to an ancient topic? The objectives of the dissertation are not what would normally be considered a “current social issue”, although it would be possible to argue its relevance.

There are no specific requirements for the topic of the dissertation. Thus, if you belong to one of the participating faculties and meet the goals of the SYLFF programme, you can apply for a fellowship for your research. Applications as such will then be assessed by the selection committee.

What happens if I do not fulfill the requirement to complete/write a substantial part of the dissertation? Will I need to return the funds?

Writing or completing a substantial part of the dissertation is one of the main conditions for receiving the fellowship. Objective reasons preventing non-fulfillment of this condition on the part of the student would need to be immediately documented, and the situation would be further resolved with the fellowship provider.

## **Financing research and compatibility with other scholarships**

How is the use of funds reported? Will I need to document budget fulfillment with accounting documents or are the used funds entirely up to the PhD student?

The SYLFF fellowship is relatively benevolent in terms of the use of allocated funds. As part of the application, the student submits a budget proposal for the upcoming academic year. A 20% deviation is tolerated for the individual items that the applicant states in the budget proposal. If there is a significant difference, the programme administrator should be contacted. It is not required to document budget fulfillment with accounting documents. However, in the event of any doubt on the part of the administrator/committee/foundation regarding the use of funds in accordance with the application, proof of expenses may be requested ex-post.

Is it possible to include the fee for publishing an article in a peer-reviewed journal (open access fee) in the budget proposal?

Yes.

Is it possible to pay a foreign supervisor of research methodology from the grant funds?

Yes.

Is it possible to pay a small fee from the budget to the qualitative research participants as compensation for the time spent in an interview?

Yes.

I am also applying to the Czech Grant Agency (for a different topic). Does this conflict with my SYLFF application? Is it possible to receive individual scholarships unrelated to the dissertation project?

The purpose of the fellowship is to allow promising PhD students to devote themselves fully to their dissertation. While waiting for the results, we do not want to prevent applicants from securing funding for their research in another way. Applying for multiple scholarships is, therefore, not an obstacle. However, receiving multiple scholarships can be problematic. The student may not simultaneously receive another scholarship to finance the same research. Receiving a fellowship/grant on a different topic is not a disqualifying criterion, but should not distract the student from the core research funded through SYLFF.

The application is submitted for a year, with the option of an extension. Does this also mean funding would be extended as well?

Yes. The fellowship can be extended, including the funding. An extension must be requested as part of the standard call for applications.

Is it possible to use funds from the Mobility Fund for the internship I want to take as a part of SYLFF? The Mobility Fund always pays a maximum of 50%, and four months in London would use up a substantial part of my grant.

It is not possible to cover the same expenses through multiple scholarships. If the student demonstrates that the total research budget cannot be fully covered by the SYLFF fellowship and, therefore, they are forced to look for other sources, this fact would be taken into account.

## **Contact person**

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