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| KU Leuven – Melbourne joint PhD program: 2021/2022 call for joint PhD projects |

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| Deadline: 21 October 2021This application form must be completed in **English** and uploaded by the KU Leuven PI through the online KU Leuven application system. The application system is accessible only for the KU Leuven PI through a link in the guidelines in GeDOCumenteerd online: <https://www.kuleuven.be/onderzoek/gedocumenteerd/>  |

**Contact KU Leuven:** Marian Schoenmaekers, Research coordination office,

Marian.Schoenmaekers@kuleuven.be

**Contact University of Melbourne:** Emma Randles, International Research Project Officer, randlese@unimelb.edu.au

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| 1. **PROJECT INFORMATION (This information will be published on the KU Leuven website and FRIS after granting)**
 |
| Project title (English) |  |
| Project title (Dutch) |  |
| Keyword(s) (English) (Max. 5) |  |
| Discipline codes (English) (Min. 1) from the Flemish research discipline list ([VODL](https://www.kuleuven.be/english/research/associatienet/support/contract/disciplinelijst/)) for publication on the Flanders Research Information Space (FRIS) research portal. |  |

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| * 1. **Identification of the KU Leuven PI**
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| First name:Last name: |
| Faculty/Department: |
| Research unit within Faculty/Department:  |
| ORCID ID:  |
| Website: |
| Signature:  |

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| **Identification of the KU Leuven co-PI (if applicable)** |
| **First co-PI** | **Second co-PI** |
| First name: Last name:  | First name:Last name: |
| Faculty/Department: | Faculty/Department: |
| Research unit within Faculty/Department: | Research unit within Faculty/Department: |
| ORCID ID: | ORCID ID: |
| Website: | Website: |
| Signature:  | Signature: |

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| * 1. **Identification of the University of Melbourne PI**
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| First name: Last name:  |
| Faculty:  |
| School or Department:  |
| Address:  |
| Tel:  |
| E-mail: Website:  |
| * I confirm that I am a University of Melbourne academic staff member registered to supervise as per the [*Supervisor Eligibility and Registration Policy*](https://policy.unimelb.edu.au/MPF1322), and contracted beyond the envisaged submission date of the PhD candidate(s) (2026) OR have provided a letter of support detailing the arrangements in place to ensure continuity of supervision.

OR* I confirm that I am an honorary employee whose primary affiliation is with the University of Melbourne, eligible to supervise as per the [*Supervisor Eligibility and Registration Policy*](https://policy.unimelb.edu.au/MPF1322); and my primary employer has entered into an agreement to fund the Melbourne lump sum component of the Project’s collaborative activity.

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| Primary employer:  |

OR* I confirm that I am an honorary employee whose primary affiliation is with the University of Melborne, eligible to supervise as per the [*Supervisor Eligibility and Registration Policy*](https://policy.unimelb.edu.au/MPF1322)*;* I am otherwise unaffiliated and participating at my own expense.
 |
| Career stage (highlight one) | * Within five years FTE of PhD conferral
* Within ten years FTE of PhD conferral
* Neither
 |
| Gender identification  | * Female
* Male
* Other
* Prefer not to say
 |
| Do you identify as Aboriginal and/or Torres Strait Islander?  | * Yes
* No
* Prefer not to say
 |
| * I have attached evidence of approval from the Head of Department/School and the Associate Dean (Graduate Research).
 |
| Signature:  |

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| **Identification of the University of Melbourne co-PI (if applicable)** |
| **First co-PI (same institution as in 2.3)** | **Second co-PI (same institution as in 2.3)** |
| First name: Last name:  | First name: Last name:  |
| Faculty/Department:  | Faculty/Department:  |
| Research unit within Faculty/Department:  | Research unit within Faculty/Department:  |
| Address:  | Address:  |
| Tel:  | Tel:  |
| E-mail:  | E-mail:  |
| Website:  | Website: |
| Signature:  | Signature: |

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| CVs of all (co-)PIs mentioned under point 2 (max. 2,5 p per (co-)PI) |
| Add to this form the CVs of all PIs mentioned under point 2. For each PI, include a clear description of what the supervision for this project will entail.  |

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| **Abstract of the doctoral research project for which KU Leuven is the Home Institution (250 words maximum) (This information will be published on the KU Leuven website, Melbourne website, and FRIS after granting and will be used to assist in the recruitment process)**(KU Leuven is appointed as the ‘Home institution’ for this project, with Melbourne as the ‘Host institution’. The Home institution is usually where the candidate spends the majority of their time, and usually where the candidate begins and completes his/her candidature.) |
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| **Abstract of the doctoral research project for which University of Melbourne is the Home Institution (250 words maximum) (This information will be published on the KU Leuven website, Melbourne website, and FRIS after granting and will be used to assist in the recruitment process)**(The University of Melbourne is appointed as the ‘Home Institution’ for this project, with KU Leuven as the ‘Host institution’. The Home Institution is usually where the candidate spends the majority of their time, and usually where the candidate begins and completes his/her candidature.) |
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| Projects. The PhD projects can be intertwined, although this is not necessary, but they cannot be interdependent; failure of one project cannot influence success of the other project.  |
| 1. A project description of each project and a workplan for both doctoral projects. (max. 5 p in total)
2. A supervision plan, along with a summary of the project’s need for spending time at the partner institution and the anticipated benefits of the candidate doing so (max. 0,5 p)
3. A clear GANTT chart division of the research time at both institutions for both doctoral studies (max 10 lines). Please be aware that no doctoral candidate can be financed within this programme before:

1) The candidate has gained formal academic permission to start a PhD from both institutions (predoc students cannot be financed), and 2) An individual agreement is filled out between the candidate, the supervisors, KU Leuven and the University of Melbourne.1. A formal confirmation from both principal PIs that they will fulfill their supervisory and administrative tasks to ensure the candidates are completed within a maximum of four years (each max 10 lines).
2. For proposals involving a PI from UoM's Faculty of Arts: You must also provide a statement addressing how the candidate/s will meet the Faculty's PhD coursework requirements in your application. Please refer to the [Faculty's guidelines](https://gateway.research.unimelb.edu.au/resources/graduate-research/joint-phds-IRTGs/IRTGs-and-PhD-Coursework-Faculty-of-Arts-Oct-2019.pdf) for additional information. It is recommended to contact the Associate Dean (Graduate Research) for any further guidance.
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| Collaboration value and potential impact (max. 1 p in total)  |
| 1. A summary of the planned collaboration between the PIs beyond joint supervision.
2. An outline of how the proposal could lead to the development of a larger network of researchers across both institutions.
3. A plan for leveraging future external funding, if applicable.
4. A statement on the balance of gender and career stages of involved investigators (as primary- or co- supervisors) (max 10 lines).
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| Checklist ethical and privacy committees |
| We expect you to present your research proposal, once it has been approved, to the required ethical and privacy committees. For our information, please fill out the checklist below and add it to this application. |

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| Approval from the Head of Department/School and Associate Dean (Graduate Research) for all Melbourne applicants |
| Please attach the approval to the application. |

**Ethical and privacy table**

Please check the necessary boxes below.

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| 1. Human Embryos/Foetuses | Yes/No |  |  |
| Does your research involve Human Embryonic Stem Cells (hESCs)? |  |
| * Will the hESCs be directly derived from embryos within this project?
 |  |
| * Are the hESCs previously established cell lines?
 |  |
| Does your research involve the use of human embryos? |  |
| Does your research involve the use of human foetal tissues / cells? |  |
| 2. Humans |
| Does your research involve human participants? |  |
| * Are they volunteers for social or human sciences research?
 |  |
| * Are they persons unable to give informed consent?
 |  |
| * Are they vulnerable individuals or groups?
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| * Are they children/minors?
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| * Are they patients?
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| * Are they healthy volunteers for medical studies?
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| Does your research involve physical interventions on the study participants? |  |
| * Does it involve invasive techniques?
 |  |
| * Does it involve collection of biological samples?
 |  |
| 3. Human Cells/Tissues |
| Does your research involve human cells or tissues (other than from Human Embryos/Foetuses, i.e. section 1)? |  |
| * Are they obtained from commercial sources?
 |  |
| * Do they originate from another laboratory/institution/biobank?
 |  |
| * Were they produced or collected by you from previous research activities?
 |  |
| * Are they produced or collected by you as part of this project?
 |  |
| 4. Personal Data |
| Does your research involve personal data collection and/or processing? |  |
| * Does it involve the collection and/or processing of sensitive personal data?
 |  |
| * Does it involve collecting/processing of genetic information/data?
 |  |
| * Does it involve tracking or observation of participants?
 |  |
| Does your research involve further processing of previously collected personal data (‘secondary use’)? |  |

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| 5. Animals |
| Does your research involve research procedures to live non-human vertebrate animals (incl. independently feeding larval forms, foetal forms of mammals in the last trimester of their normal development and cephalopods, and also forms in earlier stages if the experiments have consequences in later stages)? |  |
| * Are they vertebrates or live cephalopods?
 |  |
| * Are they non-human primates?[[1]](#footnote-1)
 |  |
| * Are they genetically modified animals?
 |  |
| * Are they cloned farm animals?
 |  |
| * Are they endangered species?
 |  |
| 6. International collaboration |
| Do you plan to use local resources (e.g. animal and/or human tissue samples, genetic material, live animals, human remains, materials of historical value, endangered fauna or flora samples, etc.)? |  |
| Do you plan to import/export any material from/to other countries? |  |
| Name of country/ies: |
| If your research involves low and/or lower middle income countries, are benefits-sharing measures foreseen? |  |
| Could the situation in the country put the individuals taking part in the research at risk? |  |
| 7. Environment & Health and Safety |
| Does your research involve the use of elements that may cause harm to the environment, to animals or plants? |  |
| Does your research deal with endangered fauna and/or flora and/or protected areas? |  |
| Does your research involve the use of elements that may cause harm to humans, including research staff? |  |
| 8. Dual Use |
| Does your research have the potential for military applications? |  |
| 9. Misuse |
| Does your research have the potential for malevolent/criminal/terrorist abuse? |  |
| 10. Other Ethics Issues. Are there any other ethics issues that should be taken into consideration? Please specify. |
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|  | I confirm that none of the issues above applies to my proposal. |

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|  | I hereby confirm having taken note that an ethical clearance is needed before the start of my project. I will thus ensure submission of my proposal to the research ethics committee as soon as my application has been approved for funding. |
|  | Please specify which ethics committee(s) deal(s)/will deal with your application. |
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|   |  | I hereby confirm having taken note that an ethical clearance is needed for my project. However, I confirm that I do not need an ethical clearance at the start of my project, but in a later work package. I will submit the proposal to the ethics committee before the start of this work package. *Note: ETHICS ADVICE RELATED TO Human Embryos/Foetuses SHOULD ALWAYS BE REQUESTED BEFORE THE START OF THE RESEARCH PROJECT AS A WHOLE AND ALSO REQUIRES AN EXAMINATION BY THE FEDERAL COMMISSION FOR EMBRYOS* |
|   |  | Starting date of WP        | Number, description of WP |
|   |  |  |  |
|   |  |  |  |
|  | Please specify which ethics committee(s) deal(s)/will deal with your application. |
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1. In this case it is advisable to already submit the proposal to the relevant ethics committee in the application phase, because of the time it takes for approval. [↑](#footnote-ref-1)