

## GENERAL CONDITIONS FOR FELLOWSHIPS

*Applies to all fellowships within the ESMO Fellowship Programme and the International Cancer Foundation (ICF) Clinical Unit Visit Programme*

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### 1. **Overview of current ESMO Fellowship Programme**

#### 1.1. **Research Fellowships**

- 1.1.1. Research Fellowship (clinical or translational focus)
- 1.1.2. José Baselga Fellowship for Clinician Scientists
- 1.1.3. Digital and Computational Pathology Fellowship

#### 1.2. **Educational Fellowships**

- 1.2.1. Clinical Unit Visit (organised and coordinated by the [International Cancer Foundation \(ICF\)](#))
- 1.2.2. Palliative Care Fellowship

***For more details on Fellowships – please also refer to the corresponding web pages and the guidelines and application instructions document for each fellowship type:***

#### 1.1.1 **Research Fellowships – duration 1 year (60,000 Euros)**

This fellowship is open to young oncologists aged 40 or under at the time of the application. Fellowships are awarded based on the quality of submitted proposals, as evaluated by the ESMO Leadership Development Committee. Each fellowship is designed as a one-year programme, with opportunities to conduct research at leading international institutions.

##### **More details about the fellowship:**

- These fellowships are not granted for basic training, course lectures, meetings, conferences, or similar, nor for a simple visit to an institute. Applicants must contact a host institute of their choice and develop a project proposal with the institute. Applicants must submit a research proposal, including research strategy, aims and timelines (a template is provided on the application page).
- This Fellowship may be carried out at any institution, worldwide.
- Recipients of these Fellowships will be invited to an Awards Ceremony held during the annual ESMO Congress. Congress registration will be offered by ESMO, travel and accommodation expenses are not covered.

#### 1.1.2 **José Baselga Fellowship for Clinician Scientists – duration 3 years (200,000 Euros)**

This fellowship is designed for physicians under 40 at the time of the application who wish to progress as clinician-scientists. An extension to the age limit will be applied to those who have taken maternity or paternity leave during their training – the limit will be extended by one year per child. The Fellowship is awarded based on the quality of the proposal, as evaluated by the ESMO Leadership Development Committee. The Fellowship provides EUR 200,000 over the three years which is to supplement the salary of one fellow for the entire duration of the fellowship to guarantee protected research time.

**More details about the fellowship:**

- The fellowship must take place at a European institution, the institution is expected to provide protected research time, so that the Fellow spends at least 50% of their time on the research project.
- Applicants must submit a research proposal, including research strategy, aims and timelines (a template is provided on the application page).
- ESMO will offer the fellow free registration to the annual ESMO Congress and to any other meetings which are relevant to the area of their research. Travel and accommodation expenses are not covered.
- ESMO offers the fellow the opportunity to be paired with a member of the ESMO Faculty corresponding to their field of research to provide mentorship.
- The recipient of this Fellowship will be invited to an Awards Ceremony held during the annual ESMO Congress. Congress registration will be offered by ESMO, travel and accommodation expenses are not covered.

**1.1.3 Digital and Computational Pathology Fellowship – duration 2 years (200,000 Euros)**

This fellowship is designed for physicians, under 40 at the time of the application, who are passionate about precision medicine and interested in developing innovative solutions in digital and computational pathology. An extension to the age limit will be applied to those who have taken maternity or paternity leave during their training – the limit will be extended by one year per child. The Fellowship is awarded based on the quality of the proposal, as evaluated by the ESMO Leadership Development Committee. The Fellowship provides 200,000 Euros to supplement the salary of one fellow for the two-year duration of the fellowship project.

**More details about the fellowship:**

- This Fellowship may be carried out at any institution, worldwide, and Fellows are expected to spend 100% of their time on the proposed project.
- Applicants must submit a research proposal, including research strategy, aims and timelines (a template is provided on the application page).
- ESMO will offer the fellow free registration to the annual ESMO Congress and to any other meetings which are relevant to the area of their research. Travel and accommodation expenses are not covered.
- ESMO offers the fellow the opportunity to be paired with a member of the ESMO Faculty corresponding to their field of research to provide mentorship.
- The recipient of this Fellowship will be invited to an Awards Ceremony held during the annual ESMO Congress. Congress registration will be offered by ESMO, travel and accommodation expenses are not covered.

**1.2.1 Palliative Care Fellowships – duration 1 month (3,000 Euros)**

This fellowship is designed to provide practising oncologists additional experience in palliative care training.

**More details about the fellowship:**

- Palliative Care Observation Fellowship (3,000 Euros) for a minimum of 1-month of observation at one of the ESMO Designated Centres of Integrated Oncology and Palliative Care.
- Applicants can apply to an ESMO Designated Centre of their choice to organise the visit. A list of the centres can be found on the ESMO website [here](#)
- The amount awarded covers all expenses for the period of the visit, e.g. travel, general living expenses, accommodation and Visa costs.
- Applicants should be a qualified practicing oncologist who can demonstrate, within their application, how they will apply the palliative care knowledge acquired through the fellowship to their daily oncological practice and how this is not available within their home institute.
- The applicant should be an ESMO member and be proficient in English and/or in the language of the host institute.

### **1.2.2 Clinical Unit Visit Fellowships - duration 8 weeks (6,000 Euros)**

The Clinical Unit Visit Programme is supported and coordinated by the International Cancer Foundation (ICF) and provides a short educational visit of 8 weeks.

- The visit provides the participants with an opportunity to acquire know-how at a Centre of Excellence and transfer knowledge to their home institute.
- Applicants can contact a host institute of their choice to organise the visit. A list of institutes can be found on the ESMO website [here](#) but applicants may also choose a centre not on this list. Alternatively, candidates can propose an institute and host that they would like to visit.
- The amount awarded covers all expenses for the period of the visit, e.g. accommodation and general living expenses.
- In addition to the fellowship award, the cost of travel to and from the host institute country will also be covered by the International Cancer Foundation (economy flight and in accordance with the ICF travel policy).

## **2. Time and length of fellowship**

- A fellowship must be started within a year from the date of notification.
- ESMO must be notified immediately if, for any reason, a fellowship must be terminated prematurely. Notification should be sent by email to [fellowship@esmo.org](mailto:fellowship@esmo.org) and appropriate funds must be reimbursed accordingly.

## **3. Applications and supporting documents**

- A completed application including all required documents must be submitted in English online via the application form on [esmo.org](http://esmo.org) on the corresponding fellowship page.
- All hand-signed documents must be scanned and included in the application, where required.
- Incomplete applications and applications not using the templates provided will not be processed.
- Applicants will receive an automatic email to confirm that their submission has been successfully registered. If you do not receive a confirmation email (please check your spam filter) within 24 hours after submission, the applicant is advised to contact the ESMO office at [fellowship@esmo.org](mailto:fellowship@esmo.org) to inquire about the status of the application.

#### 4. **Applicant's eligibility**

- The applicant must possess the appropriate professional qualifications and experience according to the specifications described on the [ESMO website](#) under each fellowship type.
- The applicant must currently be engaged in cancer research or clinical oncology practice.
- To permit effective communication at the host institute, the candidate must have adequate fluency in English or the local language.

#### 5. **Host institutes**

- ESMO provides a list of [host institutes](#) willing to host ESMO fellows. Applicants are not restricted to this list and can contact other institutes that may more closely match their fellowship requirements.

#### 6. **Selection process and criteria**

- The selection of fellows is based on scientific and expert evaluation of the application and proposed project, as set out by the candidate in the project description. Please refer to the web [page describing each fellowship type](#) for more details about the selection and evaluation criteria.

#### 7. **Fellowship funds**

- The amount awarded for each Fellowship is intended to cover all accommodation and living costs for the duration of the fellowship period – please refer to the specific fellowship for details.
- For fellowships of one year, the grant is paid in smaller instalments over the duration of the fellowship: the first instalment will be paid shortly after receipt of the fellowship agreement and subsequent instalments upon receipt of intermediate summary reports (see point 9 on reporting).
- The amount awarded may not completely cover all travel expenses, nor are they to be seen as a normal salary.
- Costs for visa, passports, airport taxes etc. are the responsibility of the fellows, and will not be reimbursed. The fellowship does not cover medical care, insurance or taxes or provide support for accompanying dependents (see terms and conditions point 8)

#### 8. **Terms and conditions**

- **Insurance:** ESMO/ICF fellowship recipients and their dependents are not insured by ESMO or the ICF, either for medical expenses or for accidents that may occur during travel to and from the host institute and their place of residence, or during their stay. During the fellowship, ESMO and the ICF are not liable for the actions, activities, health, or safety of the fellows or their dependents. In their own interest, fellowship recipients are advised to ensure that they, their dependents, and the institution hosting them have the necessary insurance coverage.
- **Taxes:** ESMO and the ICF are non-profit organisations, and therefore it is the responsibility of the individual fellow to pay any taxes and social charges that may be required by their home or host country with respect to the fellowship.
- **Work permit:** in case a work permit is needed in the host country, this is the responsibility of the fellow in collaboration with the host institute.
- **Agreement:** for long-term fellowships, the fellows will be required to complete and sign an

agreement (also to be signed by the host institute and ESMO CEO) in order to acknowledge agreement to the terms and conditions of the awarded fellowship.

## 9. **Reporting**

- Recipients of the José Baselga Clinician Scientist, the Research Fellowships and The Digital and Computational Pathology Fellowship are required to submit intermediate summary reports on the progress of the research project and a final report on completion of the research fellowship to ESMO. These reports must be signed by the fellow and the mentor at the host institute. The final report is made available online under ESMO Career Development, [Awardees and Reports](#). The timing of these reports is specified in the agreement to be completed by the fellows prior to the start of their fellowship.
- For the shorter educational fellowships, a report is required no later than one month after the end of the fellowship. These reports will be placed on the ESMO and ICF websites.

## 10. **Publications resulting from an ESMO or ICF Fellowship**

- All abstracts, publications and presentations resulting from a fellowship supported by ESMO must contain the following acknowledgment: “This Research Project was supported by ESMO with the aid of a grant from X [Name of Sponsor]. Any views, opinions, findings, conclusions, or recommendations expressed in this material are those solely of the author(s) and do not necessarily reflect those of ESMO or X” and a copy of any manuscript or other publication should be sent to ESMO and the Sponsor.
- All abstracts, publications and presentations resulting from a fellowship supported by the ICF must contain the following acknowledgment: “This Research Project was supported by the International Cancer Foundation (ICF). Any views, opinions, findings, conclusions, or recommendations expressed in this material are those solely of the author(s) and do not necessarily reflect those of the ICF” and a copy of any manuscript or other publication should be sent to the ICF.
- As a priority you are invited to consider publishing the results deriving from ESMO or ICF sponsored fellowships in an ESMO Oncology Journal which are: *Annals of Oncology*, *ESMO Open*, *Immuno-Oncology Technology*, *ESMO Gastrointestinal Oncology*, *ESMO Real World Data & Digital Oncology* and *ESMO Rare Cancers*. Should the article be refused by one of these journals, the Fellow may forward their article to another journal.
- Instructions on how to submit your manuscript can be found on the applicable journals website.