

The steps to be taken before the STSM:

1. Applicant prepares a 1-2 pages research proposal.

At the end of the proposal, the following text is included:

In the name of the host institution, (insert the name of the host institution), the undersigned ... (insert the name of the host scientist) invites (insert the name of the applicant) to undertake the proposed STSM within the COST FP1004 action.

The mission will take place between (insert dates).

.... (name of the host scientist)

.... (signature of the host scientist)

.... Name of the host institution

In the name of the home institution, (insert the name of the home institution), the undersigned ... (insert the name of the senior scientist) supports the proposed STSM to be undertaken by (insert the name of the applicant) within the COST FP1004 action.

.... (name of the home scientist)

.... (signature of the home scientist)

.... Name of the home institution

2. The proposal is sent to the host institution to obtain the required invitation to undertake the STSM.

3. Applicant registers at <http://www.cost.esf.org/stsm> and downloads the registration pdf file.

4. The applicant sends the application consisting of the proposal, approved by the host and the home institution, registration file and a CV by email to the STSM coordinator Kay-Uwe Schober (kay-uwe.schober@fh-mainz.de) and the MC chair (r.harris@bath.ac.uk).

The documents should be submitted 6 weeks prior to scheduled mission.