

Sino Swiss Science and Technology Cooperation Programme 2021 Guidelines for Chinese scholars

Important: *This instrument is co-funded by the China Scholarship Council (CSC). Chinese prospective visiting scholars must submit their applications to the CSC, and the Swiss partners/hosts must submit their applications to ETH Zurich as the Swiss Leading House for Bilateral Science and Technology Cooperation with Asia.*

1. Basic Stipulations

Aim of the scholarship

ETH Zurich provides this programme to strategically invite excellent early-career researchers from China for the purpose of furthering their individual skills and building collaborative research relationships with Swiss colleagues.

Locating a Swiss host

In a joint programme with the China Scholarship Council, ETH Zurich as Leading House Asia supports research stays of early-career Chinese scholars (doctoral students (a completed Master degree is a prerequisite) or post-doctoral researchers) in Switzerland.

It is the responsibility of the Swiss host to locate a Chinese scholar herself/himself and it is the responsibility of the Chinese scholar to locate a Swiss host herself/himself. The Leading House Asia does not provide any lists of potential Swiss hosts, open positions, nor does it provide lists of potential Chinese scholars.

Grant agreements

A grant agreement is issued in duplicates to the Swiss host as contract partner for Leading House Asia ETH Zurich. The agreement has to be co-signed by the host, the scholar, and the scholar's supervisor (electronic signatures for scholars and their Chinese supervisors are accepted) for acceptance of the scholarship. The grant agreement also stipulates the obligations of the host.

Communication between scholars and their hosts

It is the responsibility of the individual scholar to contact their Swiss host well in advance before the start of the grant both with regards to their research plan and preparations for living in Switzerland.

Release of information about scholars

Leading House Asia ETH Zurich reserves the right to publish the names of scholars and Swiss hosts as well as the title of their research project on the programme website.

Acknowledgement of research results

When reporting research results achieved under the programme in scientific journals, other publications or conferences please clearly indicate that the research was done as a scholar under the “Sino-Swiss Science and Cooperation Technology Programme 2021”.

2. Arrival and Departure Procedures

Arrival in Switzerland and starting date

Chinese scholars will have to communicate the **start and end date** of their grant as agreed on with the host to Leading House Asia ETH Zurich **before arrival** in Switzerland. The grant sum stated in the grant agreement may be recalculated based on the indicated dates. Chinese scholars can arrive in Switzerland before their official start date for travel and organizational purposes. Any changes of the start and end date must imperatively be communicated to Leading House Asia ETH Zurich.

COVID-19-induced schedule changes

Due to the unrepresented COVID-19 global pandemic, travelling has proven difficult. Should the Chinese scholar have to change or postpone her/his research stay at the Swiss host, the scholar will have to contact Leading House Asia ETH Zurich as well as CSC and get approval from both parties.

Potential quarantine

Prior to her/his arrival in Switzerland, the Chinese scholar must consult the quarantine guidelines of the Swiss government and honor them upon arrival. As of 14 January 2021, China **does not** belong to the quarantine list. Please note that due to the situation, the list changes on a weekly basis. For an up-to-date list, please refer to the **website**¹ of the Federal Office of Public Health. It is the responsibility of the Chinese scholar to find a suitable accommodation where to spend a potential necessary quarantine.

Visas and Residence Permits

Please check your visa requirements well in advance with your host. The Leading House Asia ETH Zurich is not responsible for organizing any visa or residence permits.

¹ <https://www.bag.admin.ch/bag/en/home/krankheiten/ausbrueche-epidemien-pandemien/aktuelle-ausbrueche-epidemien/novel-cov/empfehlungen-fuer-reisende/quarantaene-einreisende.html>

Chinese scholars will need an authorization for a residence permit before leaving China for their stay in Switzerland. The host will have to apply for such authorization, usually through the HR department of her/his host institution. Processing of the authorization can take between 4 and 6 weeks depending on the institution and the area of residence in Switzerland.

Once the scholar arrives in Switzerland she/he has to personally register with the local authorities of her/his living area **within 14 days** after her/his arrival to obtain a residence permit. To obtain this permit, the scholar's passport, a confirmation from the host institution in Switzerland, an accommodation rental contract, a passport photograph and the registration fees in Swiss francs (please check with your host institution which local fees apply in your case) are needed.

Please note: registration is **absolutely mandatory** and the local authorities will also have to be notified again before you leave Switzerland.

The individual host institutions can provide more detailed information on the registration procedure. Please note that procedures may differ from one canton to another.

Insurance

Please refer to point '3. Financial Provisions, scholarship' below.

Accommodation

Scholars are responsible themselves for organizing their accommodation. Support by the host and host institution may be provided and to be discussed directly with the latter.

3. Financial Provisions

Scholarship

The CSC will provide a scholarship in accordance to the regulations of the Chinese government (CHF 2100 per month for doctoral students and postdoctoral researchers including health insurance, and a return international air fare to Switzerland). The Swiss side will top up the scholarship to CHF 2500 per month (for both doctoral students and postdoctoral researchers). The visiting scholars (or their Chinese home institutes) are responsible for their own health insurance and travel costs.

Air ticket

Details about the coverage of air tickets are given above.

Transfer of grant

Leading House Asia ETH Zurich can only transfer grants to their Swiss contract partners, i.e. the Swiss host. It is the host's responsibility to set up a separate account in her/his home institution for this scholarship and transfer the living allowance to the scholar. The account will be used for the sole purpose of supporting the Chinese scholar. The entire grant sum will be transfer to the

host's account by Leading House Asia ETH Zurich at the start of the scholarship after the signed grant agreement has been received.

The host will provide Leading House Asia ETH Zurich with the **financial records** at the end of the scholarship (max. a month after the end of the scholarship) to show the proper usage of the grant according to the financial report form provided by Leading House Asia ETH Zurich.

If the scholarship is terminated before the end date the host will be asked to make a reimbursement of the remaining grant sum to Leading House Asia ETH Zurich.

4. Change of Scholarship Tenure

The scholarship is designed to give the scholar and the host the opportunity to conduct research together. Scholars are accepted based on their research plan prepared with the agreement of their hosts. All changes of the scholarship tenure with regard to duration, the host or host institution will have to be discussed by the scholar and the host with Leading House Asia ETH Zurich immediately. A change of the host can only be accepted if detailed reasons are given and a new letter of acceptance is provided. In case the Chinese scholar changes hosts, a new grant agreement will have to be signed. Leading House Asia ETH Zurich reserves the right to deny the acceptance of a new host.

Neither the host nor the host institution may be changed before the start of the scholarship.

5. Reporting

It is the host's responsibility to submit a **scientific report** at the end of the scholarship together with the Chinese scholar; the report will include:

- Half an A4 page of project summary with illustrations/photos suitable for immediate web/brochure publication.
- **(maximum of 2 pages)**
 - the achievements of the research stay
 - list of publications arising from the scholarship
 - future outlook of the research project
 - future cooperation plan or possibilities
 - possibility of gaining industrial partners

The scientific report will also have to justify any changes with regards to the research plan submitted by the scholar during the application for this scholarship. Leading House Asia ETH Zurich will provide specific forms for the scientific report to the Swiss host towards the end of the scholarship.

