

1. Definitions

“The University”	Tel Aviv University
“Other Institution”	A recognized academic institution, in Israel or abroad, that is not Tel Aviv University
“The Fellow”	Postdoctoral Fellow
“Fellow Scholarship”	The scholarship granted to the Fellow as stated in item 9 of this Directive
“The Advisor”	The senior researcher advising the fellow in his research
“The Committee”	The committee as stated in item 7 of this Directive
“The Division”	The basic academic division in the organizational structure of the Faculty (department, institute, or barring these, the unit, and barring this, the school or Faculty)
“The Program”	The Postdoctorate Fellowship Program discussed in this Directive

2. Objective of Directive

The goal of this Directive is to regulate the matter of postdoctorate fellows at Tel Aviv University.

3. Objective of the Fellowship

3.1 The goal of the postdoctoral fellowship is to enable young researchers, authorized as eligible for a third degree by another institution, the opportunity to conduct advanced scientific research, either as part of a well-based research team or in an established field of research, under the guidance of a senior academic staff member.

The aim of the fellowship is to advance the fellow and to train him/her as a researcher either in or out of academia.

3.2 In exceptional circumstances and with authorization from the committee, permission shall be granted for the following to conduct postdoctoral fellowships:

3.2.1 Those who have completed their third degree at Tel Aviv University, provided that the fellowship is conducted in a different unit, and that the advisor is not connected to the research team which conducted the doctoral research.

3.2.2 Those continuing their studies in the same laboratory where the doctoral research was conducted, provided that the period of the fellowship does not exceed one year.

3.3 The authorization of the committee as mentioned in items 3.2.1 and 3.2.2 shall be granted on special grounds, to be noted in the committee protocol.

4. Candidates

A candidate for postdoctoral fellow status shall be any researcher who has been eligible for a third degree for a period not exceeding five years.

Notwithstanding the above, candidates with an MD or MD/PhD degree and soldier-students to be inducted to the IDF after receiving their PhD, shall be entitled to be conferred with postdoctoral fellow status for a period of ten years, beginning on the day of their eligibility for their degree (MD or MD/PhD, whichever is first) provided they were not granted an academic appointment of the rank of lecturer or above.

5. Fields of Fellowship Studies

A candidate may be accepted to a fellowship in his field of expertise as part of his doctoral studies, in the broadest sense of the term.

6. Requests

6.1 A candidate who seeks status as a postdoctoral fellow, regardless of whether his/her request includes a request for a scholarship from the university, and regardless of whether or not a scholarship was received from an outside source, shall prepare a request including his/her CV, list of publications, the names of three recommenders, the details of the unit willing to accept the candidate, and a short description of the fellowship program as agreed on with his/her advisor. This request is to be submitted to the head of the unit.

6.2 The head of the unit interested in accepting the candidate shall submit a request to be approved by the committee. A copy of this request is to be forwarded to the Dean of the Faculty, stating the source of the funding.

6.3 If by the final application date the candidate has not succeeded in locating a suitable unit, he or she shall be entitled to include in his application the details of a fellowship program he wishes to participate in, and the committee shall try to find a suitable unit to accept him.

7. The Committee

7.1 A University Committee for postdoctoral fellows shall be established.

7.2 Members

The Committee shall be composed of: the Vice Rector, Chairperson; Vice President of Research and Development; and one representative from each Faculty.

7.3 Appointment

The Dean shall appoint a Faculty representative to the Committee, to be approved by the Faculty Council, for a period of two years, with the option of extending this by one additional period of two years.

7.4 Chairperson

The Vice Rector shall serve as chairperson of the Committee, ex officio. Should the University not appoint a Vice Rector, the Rector shall appoint a committee chairperson, to be approved in coordination with the Vice President of Research and Development.

7.5 Authority

The Committee

7.5.1 Shall decide on the suitability of the candidate to be awarded the status of postdoctoral fellow in the University.

7.5.2 Shall be entitled, in accordance with the advisor's request, to specify that the candidate is accepted for a trial period of up to three months, provided that the candidate is informed in writing in advance.

7.5.3 Shall recommend the granting of scholarships to fellows from the sources listed in items 9.1 to 9.4 (inclusive).

7.5.4 Shall confirm that there is a correlation between the scientific field the fellow seeks to research and the accepting unit, and that the scientific integration of the fellow in the unit is possible.

7.5.5 Shall make every effort to find a suitable research unit willing to accept a candidate who submitted an application to a fellowship program but was unable to locate a suitable research unit.

7.5.6 Shall approve the fellowship program to be determined by the candidate and the advisor.

7.5.7 Shall approve the transfer of the fellow to a different appropriate unit, in those instances where it turns out that the fellowship program does not correspond to the academic abilities of the unit that originally accepted the fellow.

7.5.8 Shall receive a yearly report on the research activity of the fellow (as explained in item 13 below).

7.5.9 Shall decide to extend or recommend extending the fellowship for one additional year, and in exceptional cases, for a third year, as explained in items 10.2 to 10.3 (inclusive).

7.5.10 Shall provide certification to those fellows who have completed their fellowship.

8. Fellowship Program

8.1 The focus of the fellowship program shall complement the research unit's work.

8.2 In addition to this research activity, the fellow shall actively participate in seminar classes.

8.3 As a post-doctoral researcher, the fellow shall be granted as much freedom as possible to determine his or her research objectives.

The above does not diminish the authority of the advisor or the right of the research team to determine the scientific goals to which their financial resources shall be allocated.

9. Scholarship Entitlement

Scholarships for fellows, when granted, will be funded from the following sources:

9.1 A donation to the University, designated for the purpose of granting a scholarship or scholarships to fellows.

9.2 A designated allocation in the budget of the unit that is part of a Faculty participating in the program.

9.3 A designated allocation in the research budget of the faculty member advising the fellow.

9.4 A direct allocation to the fellow from institutions or foundations supporting postdoctoral fellows, or from any other source.

10. Rate and Duration of Scholarships

10.1 The rates of the granted scholarships by and through the University and the arrangements for their payment shall be determined by the University Administration from time to time.

10.2 The scholarship shall be granted for one academic year. The Committee is entitled to decide to grant or to recommend granting the scholarship for an additional academic year, based on the fellow's activity and achievements during the first year.

10.3 In exceptional cases, the Committee is entitled to decide to grant or to recommend granting the scholarship for a third year.

10.4 Notwithstanding items 10.1 to 10.3 above, in cases where the scholarship is granted directly to the fellow, the rate and duration for which the scholarship is granted shall be determined by the institution or foundation granting the scholarship, providing that the duration of the scholarship or the period of fellowship does not exceed three years.

11. Research Grants

A fellow can participate in a request for a research grant that is to be submitted by a faculty member. Submission of independent requests for research grants from internal or external foundations is subject to approval from the Vice President of Research and Development.

12. Employment

A fellow shall not engage in other employment during the period of the fellowship (either in the University or otherwise), and shall dedicate all his time and efforts to the fellowship for the entire period of the fellowship.

Notwithstanding the above, the fellow shall be entitled to engage in teaching, for up to four hours per week during the academic year, and this in cases when such is required by the unit, and approved by the Committee.

The teaching shall be compensated for in pay, as determined by University authorities.

13. Report

At the end of every academic year, the advisor and the fellow shall present a short report of the fellow's academic activity over the course of the year. The report shall include copies of scientific papers, regardless of whether they have been published or not. (If an external fund or foundation requires a yearly report, a copy of this report shall be included in the report presented to the Committee.)

14. Intellectual Property

The postdoctoral fellow shall be subject to all University regulations regarding intellectual property.

15. Other Documents and Rights

15.1 Postdoctorate fellows shall be entitled to a student card.

15.2 On the completion of the postdoctoral fellowship, the fellow shall be entitled to written certification attesting to participation in the program, noting the full period of time, as provided for in item 7.5.6 above.