

FAQ's IBRA scholarships

What are the professional requirements for receiving support?

- Medical license (MD or a DMD diploma or the equivalent).
- No specific age limit (preference is given to younger colleagues)
- Candidate must be fluent in English or have sound knowledge of the local language of the desired IBRA Training Center
- The candidate must be accepted to the scholarship program by the fellowship director of an IBRA Training Center.
- Only electronically filled out application forms will be accepted.
- All required application documents must be submitted to the IBRA Administration Office until the deadlines of January 10th and September 1st.
- All applications and requests must be in English

Where can I find the official application form?

You can download the application forms on the IBRA website (www.ibra.net) in the section "Education/Scholarships. There is a specific application form for each scholarship program.

Please note:

The application form is prepared as a fill-in document. Please type directly on this PDF file. Note: The full version of Adobe Acrobat version 5 or higher is required to save your input. Only electronically filled out application forms in English language will be accepted. No handwritten responses or incomplete submissions will be accepted.

Which documents are required for my application?

Program A:

- Electronically completed application form
- Curriculum vitae in English
- Relevant information about the congress
- Titel and abstract of the planned presentation(s) or poster
- Written acknowledgement by the scientific committee of the congress confirming title and date of the presentation(s)

Program B:

- Electronically completed application form
- CV in English
- Written acknowledgement of an IBRA Training Center, with indication of the agreed scholarship date and duly signed by the fellowship director
- List of your publications structured by:
 - A. Original articles
 - B. Case reports / technical notes
 - C. Book chapters / proceedings, others (incl. monography)
- Letter(s) of recommendation
- Copies of diploma

Program C:

- Electronically completed application form
- Description of the research project (max. 5 pages)
Content: outline the problem, state of the art in this field, past research of the applicant in this field, hypothesis, aim of the study, detailed research plan, time schedule, relevant literature
- Abstract of the research project (max. 250 characters)
- Curriculum vitae in English
- Written acknowledgement of an IBRA Training Center, with indication of the agreed scholarship date and duly signed by the fellowship director
- List of your publications structured by:
 - A. Original articles
 - B. Case reports / technical notes
 - C. Book chapters / proceedings, others (incl. monography)
- Letter(s) of recommendation
- Copies of diploma

Must all my attachments and required supplements be in English?

Yes. If you provide documents in another language, they should be accompanied by an accurate translation.

Can I apply for a scholarship in any guest institution?

No, only IBRA Training Centers will be accepted. All IBRA Training Centers are listed on the IBRA website in the section "Education".

What should the acknowledgement of the IBRA Training Center contain?

It is mandatory that your application is accompanied by a written acknowledgement of the IBRA Training Center indicating the agreed date of the stay and duly signed by the fellowship director. A clear statement of the objectives to be followed during the scholarship will be beneficial for the final evaluation through the IBRA Education Committee.

To whom do I have to send my application?

All application should be addressed to the IBRA Administration Office in Basel.

IBRA Administration Office
Hochbergerstrasse 60E
CH-4057 Basel, Switzerland
+41 (0)61 319 05 05
+41 (0)61 319 05 19
info@ibra.net

Please note, that we prefer Electronically submitted applications to info@ibra.net are preferred.

Until which date do I have to submit my application:

The deadlines for all scholarship applications are January 10th and September 1st of each year.

Why should my expectations and objectives for the scholarship be mentioned in the application?

The clear indications of your professional objectives and expectations will not only support your application, but will also help the IBRA Training Center to consider and prepare an adequate training program.

Can I send my application by e-mail?

Yes, you can send your application to info@ibra.net. Please note: your completed application has to be hand signed. Therefore only emails with PDF copies of your application and relevant documents will be accepted.

How will my application be evaluated?

The IBRA Education Committees Head, Upper Limbs and Lower Limbs will formally assess your application at their official meetings. Each committee meets at least two times a year shortly after the application deadlines.

When will I find out whether my application has been accepted or not?

The IBRA Administration Office will inform all applicants within six weeks after the application deadlines whether they have been accepted or not by written notification

No reasons will be given for rejection of the application.

What kind of financial support does an IBRA Scholar receive?

Depending on the location of the IBRA Training Center, the duration of the fellowship and the chosen program, the committees will define the total amount of the IBRA scholarship within the range of stipends defined in the respective type of scholarship program.

What costs should the scholarship cover?

The grant is intended to cover the scholar's living expenses up to a certain extent. In addition, IBRA will reimburse administrative costs related to processing scholarships at its training centres.

Where will I find assistance for living arrangements, visa and travelling?

All arrangements regarding visa, travelling and living conditions are the responsibility of individual the scholar.

The availability of inexpensive living arrangements and other questions related to the scholar's stay should be discussed with the person coordinating the IBRA scholarship at the training centre.

When will the scholarship be paid out?

The IBRA scholarship is paid in two installments. The first payment will be made approximately 1 month prior to the start of the fellowship. The second instalment will be arranged only after receipt of the required documents. All required documents have to be sent to the IBRA Administration Office within 4 weeks after completion of your scholarship.

Program B:

- Case report: One page, dully signed by the fellowship director of the IBRA Training Center
- Your scholarship report

Program C:

- Research contribution: One page, dully signed by the fellowship director of the IBRA Training Center.
- Your scholarship report

For writing your scholarship report please see also our “Guidelines* on the IBRA website (section Education / Scholarships / Scholarship reports).

Please note:

Your case report or your research contribution have to be approved by the fellowship director of the IBRA training centre, before submitting to the IBRA Administration Office.

Your case report or research contribution are expected to be published in our IBRA Scientific Flash.

Which documentation will I obtain after my scholarship?

To conclude, IBRA will confirm your Scholarship with an IBRA scholarship certificate. This will be sent to you after we received your scholarship report.