

TERMS AND CONDITIONS

Staff Internationalisation opportunities for Academic Staff & PASS Staff

1. **Eligibility**

Only full-time Academic and PASS staff members are eligible to apply. Contract staff are eligible *only* if their contract exceeds two years, and they are applying for academic research visits.

2. **Application Frequency**

Staff may only be awarded a mobility opportunity once every two years.

Example: If you apply in 2025 and your visit takes place in 2026, you may only apply for another opportunity in 2028.

3. **Departmental Applications**

If multiple applications are received from the same department, only one grant may be awarded at the discretion of the SUI selection committee. The department will decide how to allocate the grant for the visit.

4. **Exclusions**

These internationalisation opportunities cannot be used solely to attend conferences, workshops, symposia, or seminars.

5. **International Collaboration Grant (ICG)**

The ICG is intended to support academic research collaboration. Priority will be given to emerging scholars and first-time applicants.

6. **Deadlines**

All application deadlines must be strictly observed. Late submissions will not be accepted.

7. **Application Requirements**

Applications must be complete and include all required documents in PDF format. Incomplete applications will not be considered.

8. **Travel Arrangements**

No travel bookings should be made until SUI and the international hosting partner have confirmed that the visit may proceed. SUI will not reimburse any costs if travel arrangements are made before official confirmation and the visit is later cancelled.

9. **Reporting**

Successful applicants must submit a brief report within three months of completing their visit.

10. **Disclaimer**

The information provided at the time of the call was accurate but may be subject to change.