How to apply

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There is 1 application deadline per year which is **15 September**. Applicants will be notified whether they are successful or unsuccessful by **mid-December**.

As part of the application procedure, you will be asked to upload the following:

- Your research plan including an estimate of total costs(maximum 1 A4 sheet-2 sides). There are no restrictions regarding what sort of costs which can be included in the cost estimate. For example, living costs, travel, insurance, research costs, books, etc *
- a confirmation from your host institute that research or work facilities will be made available to you. The host confirmation should state how the supervisor/host institution will help you to facilitate the project (i.e., what resources will be offered, what kind of supervision will be given, etc.). This will help the Selection Committee establish the feasibility of the project. Applicants should try to get a host confirmation letter which is as detailed as possible
- 2 reference letters from 2 persons who are in a position to comment on your academic or professional qualifications and on your previous work. The 2 referees can be different to the ones on your CV
- Your Curriculum Vitae*
- Your highest academic degree or professional qualification obtained*
- 1 passport size photograph of yourself*
- A list of your academic publications or professional achievements in chronological order containing information on all authors, place and year of publication and page references

*These documents MUST be uploaded at least before you can submit your application (1) your research plan (2) your Curriculum Vitae (3) your Doctoral/Degree or highest qualification/certificate (4) Passport-sized photograph

Your application will be complete on receipt of the 2 reference letters AND the host confirmation letter. You can upload these documents yourself until **30 September** OR they can be emailed or posted directly to us at foundation@canon-europe.com and we will upload them to your application.

After **30 September**, the uploading facility will be closed for applicants so please email any other documents which still need to be uploaded, directly to our office and we will upload it for you. You will be notified about the result of your application by **mid December**..

If you already submitted your application and are uploading documents at a later date, please click again on the **SUBMIT APPLICATION** button and we will be informed that a document has been added to your application.

Because the form has been designed for applicants from the commercial, governmental and academic worlds, parts of the form may be more or less relevant. Applicants will also understand that for a proper appreciation of candidates, the information needs to be particularly comprehensive.

Please note that successful applications may not receive the full amount that they request.

DECISION
All applicants will be notified of the decision by email.

IMPORTANT
Candidates should be aware that it is not the Foundation's policy to award Fellowships to those who are already in possession of a concurrent research grant aid from another Foundation authority.

Candidates are specially invited to note that no correspondence is entered into by the Canon Foundation in regard to decisions taken on any individual application and no negative inference should be inferred.

For any questions concerning completing the application, please email the Canon Foundation at foundation@canon-europe.com

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