

## Van Gogh Programme - Application instructions

This document gives important information about applying for the Van Gogh Programme.

Your application needs to be submitted online via our online application system (Delta). The link to Delta can be found on <https://www.wilweg.nl/beursopener/van-gogh-programme>. On this page you will also find the application criteria, the conditions of the grant and the relevant deadline.

Important:

- Collect all required information and documents before starting with your online application. It is NOT possible to save your application and continue at a later stage. You need to finish the application in one go;
- Your application can be rejected if it is not complete (if not all the required information or documents are submitted) or if the documents don't match the requirements below;
- Submit one application. If you submit more than one application, only the most recently submitted application will be taken into consideration. The other(s) will be cancelled;
- If you have any questions please email [vangogh@nuffic.nl](mailto:vangogh@nuffic.nl)

### The online application

You need to fill in a form and upload documents. Please find below further explanation about the requested information and documents.

#### Personal details

- Surname: your surname (family name) exactly as written in your passport.
- Middle name: such as de or van.
- First name: your given name exactly as written in your passport.
- Title: your academic title.
- Gender: your gender as registered in your passport.
- Email: enter a valid email address.

#### Institutional details

- Institution: the official name of the university where you work. Please contact [vangogh@nuffic.nl](mailto:vangogh@nuffic.nl) when your institution does not appear in the list.
- Department: the official name of the department where you work.
- Address: the address of the department.
- Zip code: the postal code of the department.
- City: city where the institution is located.
- Telephone: enter a valid phone number.
- Account number: enter the account number of your department.
- Account holder: enter the name of the account holder, e.g. the institution.

- Bank statement: upload a scan or a screenshot of a bank statement of the above mentioned bank account of your institution.
- Reference or project code: enter a reference for your project. We will use the reference code for the payment of the grant.

### **Details French contact**

- Surname contact: surname of your contact person.
- First name contact: first name of your contact person.
- Country: fill in France.
- Foreign institution: the official name of the French institution.
- Foreign city: city where the French institution is located.

### **Application**

- Title project: the name of the project for which you are applying.
- Field of study: select a discipline from the list.
- Application form: upload the form in PDF of max. 5 MB. Please use the format as published on the website, other formats are not accepted.
- Budget: enter the total amount of the budget as mentioned in the application form.
- Start date: 1 January 2023
- End date: 31 December 2023

### **Submitting your application**

After you have completed your application make sure all information is correct and complete. Click on the submit button to submit your scholarship application. You will receive a confirmation of your application via email.

Once submitted it is not possible to change your application. Make therefore sure that the information and documents are correct and complete before you submit them.