

REGIONAL SCHOLARSHIP AND INNOVATION FUND (RSIF) PHD SCHOLARSHIP AGREEMENT

The **PASET** Regional Scholarship
and Innovation Fund

An Africa-led initiative to bridge the skills gap in Applied Sciences, Engineering, & Technology



PASET
Partnership for Skills
in Applied Sciences,
Engineering & Technology



icipe

1

Purpose of the Agreement

- This Agreement provides the legal framework for management of the RSIF PhD Scholarship Program in line with the terms and conditions set out therein.
- As a condition to receiving the Scholarship Grant, the Scholar shall agree to the terms and conditions of the Scholarship outlined in the Sections below by signing the Statement of Acceptance set out at the end of this Agreement.

The **PASET** Regional Scholarship
and Innovation Fund

An Africa-led initiative to bridge the skills gap in Applied Sciences, Engineering, & Technology



PASET
Partnership for Skills
in Applied Sciences,
Engineering & Technology



icipe

2

Duration Of The RSIF PhD Scholarship

- The RSIF PhD Scholarship takes effect from the date of signing by the last party and is valid for a maximum duration of 48 months or completion of PhD studies whichever comes first.
- The RSIF PhD Scholarship is subject to Scholars satisfying the requirements of the University.

The **PASET** Regional Scholarship and Innovation Fund

An Africa-led initiative to bridge the skills gap in Applied Sciences, Engineering, & Technology



3

Stipend

- ICIPE shall provide monthly stipend of US\$ 900 (nine hundred US dollars) towards meeting the Scholar's living expenses, including accommodation.
- This amount may change while the student is undertaking internship outside their country of study.
- Stipend payments will be deposited directly into the Scholar's bank account.

The **PASET** Regional Scholarship and Innovation Fund

An Africa-led initiative to bridge the skills gap in Applied Sciences, Engineering, & Technology



4

Stipend cont'd

- Immediately notify the RCU whenever you change your bank details using RSIF Scholar Information Form
- Scholars are allowed to operate three bank accounts – one at AHU, one at IPI, one at home country
- When requesting to change bank details, you will be required to provide supporting documents e.g. when going to IPI, provide placement letter to IPI
- The stipend makes no extra provision for Scholars with dependents.
- Stipends are payable monthly in advance e.g. at the end of September payment for October is made

The **PASET** Regional Scholarship and Innovation Fund

An Africa-led initiative to bridge the skills gap in Applied Sciences, Engineering, & Technology



5

Relocation Allowance

- The Scholarship will provide a one-time lump sum of USD 400 towards settlement costs for the Scholar at AHU
- This amount is paid as a one-off payment together with your first stipend
- A relocation allowance of USD 1000 is paid when scholar travels to IPI
- Another relocation allowance of USD 400 is paid when scholar re-settles back to AHU from IPI

The **PASET** Regional Scholarship and Innovation Fund

An Africa-led initiative to bridge the skills gap in Applied Sciences, Engineering, & Technology



6

Student Research Fee

- An amount of up to US\$ 4,800 will be paid annually to the AHU to cover costs for the Scholar's research while the scholar is in-country.
- Other arrangements will be made for the Scholar during attachment at the IPI and thus, the fee will not be paid during this period.

The **PASET** Regional Scholarship and Innovation Fund

An Africa-led initiative to bridge the skills gap in Applied Sciences, Engineering, & Technology



7

Student Research Fee Cont'd

- The amount paid annually will be based pro-rata on the number of months spent at AHU.
- Research costs may include chemicals, reagents, small equipment, software, laptops, field trips, publication costs, and other student research-specific costs.
- You can purchase a laptop up to a maximum of USD 800 in the first year of study

The **PASET** Regional Scholarship and Innovation Fund

An Africa-led initiative to bridge the skills gap in Applied Sciences, Engineering, & Technology



8

University Fees

- The maximum amount paid annually to the AHU as University Fees for the RSIF PhD Scholar is US\$ 3,000
- The University shall waive all University fees that are in total greater than US\$ 3,000 per annum
- The University Fees shall also be payable to the AHU while the Scholar is on a sandwich placement at an IPI.

The **PASET** Regional Scholarship and Innovation Fund

An Africa-led initiative to bridge the skills gap in Applied Sciences, Engineering, & Technology



9

Scholar Travel to University and IPI

- ICIZE will arrange for travel (economy ticket by the most direct route) to/from the AHU at the commencement and completion of PhD studies.
- Travel will also be arranged to the IPI
- All travel costs to be incurred by the Scholar should be the ones that are approved by ICIZE
- Any travel costs incurred that are not approved by ICIZE will not be refunded.

The **PASET** Regional Scholarship and Innovation Fund

An Africa-led initiative to bridge the skills gap in Applied Sciences, Engineering, & Technology



10

Visa Costs

- The Scholar is responsible for obtaining any visas that may be required by the host country of the AHU or IPI.
- The Scholar is responsible for obtaining visas required by any country through which the Scholar will pass en route to the University or IPI.
- All receipts for visa costs must be presented to ICIFE for reimbursement.

The **PASET** Regional Scholarship and Innovation Fund

An Africa-led initiative to bridge the skills gap in Applied Sciences, Engineering, & Technology



11

Health and Personal Accident Insurance

- While the Scholar is located at the AHU, ICIFE will reimburse up to a maximum of US\$ 1,200 annually to cover the cost of health and personal accident insurance.
- The Scholar is responsible for obtaining the health and personal accident insurance and ensuring that appropriate insurance cover is in place within one-month of arrival in the host country.

The **PASET** Regional Scholarship and Innovation Fund

An Africa-led initiative to bridge the skills gap in Applied Sciences, Engineering, & Technology



12

- Where possible, the Scholar will make use of the university recommended insurance.

Medical Examination and Immunization

- The Scholar is responsible for the cost of immunizations deemed necessary prior to travel to the host country of the AHU or IPI.

The **PASET** Regional Scholarship and Innovation Fund

An Africa-led initiative to bridge the skills gap in Applied Sciences, Engineering, & Technology



13

Reimbursements

- Scholars can claim for reimbursements for the following expenses:

i. Scholar travel to AHU

These expenses include:

- Taxi from your residence to the airport; taxi from the airport to the AHU
- Meals, transit related accommodation costs, travel to in-country offices
- Covid test costs
- Visa costs: Scholars are eligible for visa related reimbursement costs for a total amount of up-to \$200/ annually

ii. Health and personal accident insurance

The **PASET** Regional Scholarship and Innovation Fund

An Africa-led initiative to bridge the skills gap in Applied Sciences, Engineering, & Technology



14

Reimbursements cont'd

- To claim for reimbursement, you need to fill in a reimbursement expense form
- Sign and date the form at the bottom
- Upload the form on <https://app.rsif-paset.org/rcu/forms/reimbursement.php>
- Upload the expense form as **an excel sheet and not pdf**
- Scan accompanying receipts and upload as pdf
- Reimbursements are paid **quarterly** together with stipends

The **PASET** Regional Scholarship and Innovation Fund

An Africa-led initiative to bridge the skills gap in Applied Sciences, Engineering, & Technology



15

RSIF Scholar's Commitment

- RSIF scholars undertake full-time program of study at an African Host University (3-4 years);
- Maintain satisfactory academic progress during the scholarship period;
- Fulfill academic requirements of the RSIF African Host University for graduation;

The **PASET** Regional Scholarship and Innovation Fund

An Africa-led initiative to bridge the skills gap in Applied Sciences, Engineering, & Technology



16

RSIF Scholar's Commitment Cont'd

- Engage in sandwich program at International Partner University/ Institution (6 months – 24 months);
- Fulfill the requirements and standards of the African Host University and graduate!
- Obey the laws of the land – home and host countries;
- Follow the tax laws in both the home and host countries;

The **PASET** Regional Scholarship and Innovation Fund

An Africa-led initiative to bridge the skills gap in Applied Sciences, Engineering, & Technology



17

RSIF Scholar's Commitment Cont'd

- Abide by the rules and regulations of home country, university or employer after completion of the program;
- Notify ICIBE and RSIF AHU Coordinator if you have been awarded any other grants or awards from any other source related to the academic study pursued under the RSIF grant;

The **PASET** Regional Scholarship and Innovation Fund

An Africa-led initiative to bridge the skills gap in Applied Sciences, Engineering, & Technology



18

RSIF Scholar's Commitment Cont'd

- Refrain from engaging in any income-producing activities other than activities directly connected to the academic program such as a teaching and/or research assistantships as approved by RSIF AHU Coordinator. Scholar must also notify ICIPE of any such activities;
- Inform the RSIF AHU Coordinator and ICIPE if you must leave the host country; and

The **PASET** Regional Scholarship and Innovation Fund

An Africa-led initiative to bridge the skills gap in Applied Sciences, Engineering, & Technology



19

RSIF Scholar's Commitment Cont'd

- In case of emergency (health or family issues), report to RSIF AHU Coordinator, IPI Liaison Person and ICIPE
- Maintain satisfactory academic and professional standards of conduct and integrity that is in line with the intent of the RSIF Scholarship program.
- Participate in any regional and/or international activities related to the RSIF PhD Scholarship as required by ICIPE.
- Notify ICIPE and AHU Coordinator of any changes to address and contact information (including telephone number and e-mail) throughout the term of the scholarship.

The **PASET** Regional Scholarship and Innovation Fund

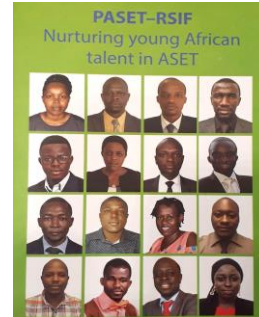
An Africa-led initiative to bridge the skills gap in Applied Sciences, Engineering, & Technology



20

Use of Information

- ICIZE will include information about the Scholar (including photographs, videos and other audio-visual materials) and the Scholarship in their publications, presentations, brochures, handouts, websites and other publicity materials.
- By signing the “Statement of Acceptance,” the Scholar gives ICIZE permission to do so.



The **PASET** Regional Scholarship and Innovation Fund

An Africa-led initiative to bridge the skills gap in Applied Sciences, Engineering, & Technology



PASET
Partnership for Skills
in Applied Sciences,
Engineering & Technology



icize

21

Reports

- The Scholar agrees to submit a quarterly progress report to ICIZE using an ICIZE approved template
- It is the evaluation of these reports that will form the basis for ICIZE to disperse the Scholar’s monthly stipend.
- The Scholar shall submit a final report to ICIZE and fill in clearance documents before the final stipend is disbursed at the end of the Scholarship term.

The **PASET** Regional Scholarship and Innovation Fund

An Africa-led initiative to bridge the skills gap in Applied Sciences, Engineering, & Technology



PASET
Partnership for Skills
in Applied Sciences,
Engineering & Technology



icize

22

Reports Cont'd

- The Scholar will provide other reports to ICIPE as required:
 - a. At the end of each academic year the Scholar shall submit a certified copy of the university transcripts to ICIPE within one month after receipt.
 - b. The Scholar shall provide any other report or information as requested by ICIPE

The **PASET** Regional Scholarship and Innovation Fund

An Africa-led initiative to bridge the skills gap in Applied Sciences, Engineering, & Technology



23

Publications

- Publish results of research carried out in appropriate, reputable, peer-reviewed publications, including journals, book chapters and conference proceedings, in accordance with normal academic practice and ethical standards.
- Give appropriate recognition for all scientific or other contributions in any publication or presentation relating to the research conducted, in accordance with normal academic practice and ethical standards.
- All publications must recognize the contribution of PASET.

The **PASET** Regional Scholarship and Innovation Fund

An Africa-led initiative to bridge the skills gap in Applied Sciences, Engineering, & Technology



24

Leave

An RSIF PhD Scholarship requires full-time commitment. Therefore, leave that is unrelated to the grant purposes is to be kept to a minimum. An RSIF Scholar must:

- Not leave the host country of the University or IPI without prior approval by the RSIF Coordinator at the University or Liaison Person at the IPI, and the primary supervisors at the University and the IPI.
- May take leave from the University or the IPI for no more than a total of 14 days per year, including weekends and travel days. Such absence must be approved prior to traveling by the RSIF Coordinator at the University or Liaison Person at the IPI, and the primary supervisors at the University and the IPI.
- Any unapproved absence from the AHU or IPI due to personal reasons for more than 14 days (excluding official holidays), may suspend the stipend with discretion.

The **PASET** Regional Scholarship and Innovation Fund

An Africa-led initiative to bridge the skills gap in Applied Sciences, Engineering, & Technology



25

Leave Cont'd

- In the event that an emergency requires immediate travel, the Scholar must notify the RSIF Coordinator at the AHU, with a copy to RSIF RCU Manager at ICIZE, and the supervisor(s) within one week of your departure from the AHI host country.
- Comply with the leave regulations for PhD students of the University, or the IPI while the Scholar is on a sandwich placement.

The **PASET** Regional Scholarship and Innovation Fund

An Africa-led initiative to bridge the skills gap in Applied Sciences, Engineering, & Technology



26

Leave Cont'd

- The Scholar shall report to their RSIF Coordinator at the AHU (or the Liaison Person at the IPI if the Scholar is on a sandwich placement), primary supervisors at the AHU and to ICIPE any illness or family emergency that prevents the Scholar from completing an academic term on schedule. Under such circumstances, ICIPE, in conjunction with the AHU, will decide on a course of action regarding the Scholarship.

The **PASET** Regional Scholarship and Innovation Fund

An Africa-led initiative to bridge the skills gap in Applied Sciences, Engineering, & Technology



27

Resignation or Unapproved Travel

- A Scholar who leaves the university or IPI and is away for more than 30 days without official notification and approval in writing from the RSIF AHU Coordinator/ Liaison Person at the IPI will be considered to have resigned from the RSIF PhD scholarship program.
- A Scholar who separates from the PhD program for any reason without approval from ICIPE will be required to reimburse the funds for part or all expenditures made on his or her behalf, including stipend, travel, health insurance and relocation fees.
- The Scholar may also be required to reimburse the research funds in the event of resignation or early departure.

The **PASET** Regional Scholarship and Innovation Fund

An Africa-led initiative to bridge the skills gap in Applied Sciences, Engineering, & Technology



28

Termination or suspension of the Scholarship

- Violation of any laws and regulations of your home country, partner institution country or host university country;
- Failure to observe satisfactory academic or professional standards or to complete to the satisfaction of Host University all courses, research, or other work required during the term of your grant;
- Ceasing to carry out your academic program at any point during the grant term;
- Leaving the host country or IPI without notifying your RSIF AHU Coordinator, IPI liaison person and ICiPE;
- Engagement in any unauthorized income-producing activity;
- Material misrepresentation in your application form or any other documents relating to your grant;
- Physical and mental inability to carry out your academic study;
- Any actions you take during the grant term that would place at risk the RSIF scholarship program and/or your ability to effectively use the knowledge and skills you acquired from this program on behalf of your home country or other donor;
- Risk to personal safety and wellbeing.

The **PASET** Regional Scholarship and Innovation Fund

An Africa-led initiative to bridge the skills gap in Applied Sciences, Engineering, & Technology



29

Thank you

Regional Coordination Unit
Regional Scholarship and Innovation Fund

International Centre of Physiology and Ecology (*icipe*)
P.O. Box 30772-00100, Nairobi, Kenya

Tel +254 (20) 8632000, Email: rsif@icipe.org | www.icipe.org | www.rsif-paset.org
Twitter: @pasetrsif | Facebook: [facebook.com/rsif.paset](https://www.facebook.com/rsif.paset)

The **PASET** Regional Scholarship and Innovation Fund

An Africa-led initiative to bridge the skills gap in Applied Sciences, Engineering, & Technology



Regional Coordination Unit



The **PASET** Regional Scholarship and Innovation Fund

An Africa-led initiative to bridge the skills gap in Applied Sciences, Engineering, & Technology



30

Acknowledgement

Donors directly providing financial support to *icipe*

The PASET Regional Scholarship and Innovation Fund

An Africa-led initiative to bridge the skills gap in Applied Sciences, Engineering, & Technology

PASET
Partnership for Skills
in Applied Sciences,
Engineering & Technology

31

Question and Answer

The PASET Regional Scholarship and Innovation Fund

An Africa-led initiative to bridge the skills gap in Applied Sciences, Engineering, & Technology

PASET
Partnership for Skills
in Applied Sciences,
Engineering & Technology

For more information contact

Regional Coordination Unit

Regional Scholarship and Innovation Fund

International Centre of Physiology and Ecology
(*icipe*)

P.O. Box 30772-00100, Nairobi, Kenya

Tel +254 (20) 8632000

dg@icipe.org, icipe@icipe.org,
rsif@icipe.org

facebook.com/TheRSIF

@pasetrsif

linkedin.com/in/PASET-RSIF/

32