



VISITING RESEARCHERS PROGRAM 2022 INFORMATION NOTE

About program

“Visiting Researchers Program” offers research opportunities for international scholars specialized in the Caspian Basin region and Azerbaijan. Candidates having academic interest in the region are welcome to apply for in-residence fellowships in Baku, Azerbaijan. “Visiting Researchers Program” is carried out by Azerbaijan International Development Agency (AIDA) in cooperation with the Center of Analysis of International Relations (AIR Center).

AIR Center which have acquired a unique position in the region and have meanwhile established itself as a research center with international reputation, together with other host institutions support scholars by providing excellent conditions for conducting their research and by establishing a strong and fruitful network among academics in the country.

Application period

The program sponsored by AIDA provides from 2 (two) weeks up to 3 (three) months research opportunities for international scholars between the period of September 1 – December 30, 2022. **Application deadline is August 25, 2022.**

Eligibility

Applicants must meet the following criteria to be eligible for a fellowship award:

- Candidates at the time of application should either already hold or be enrolled in a PhD programme.
- Preference is given to candidates whose research background and interests match the selected topic.
- Have an excellent command of English, both written and verbal.

Provision of support

- All fellows are provided with a roundtrip ticket to Azerbaijan.
- Accommodation will be provided by the organizers.

- Fellows are granted 60 AZN per-diem for each day of staying within the borders of Azerbaijan during their fellowship.
- Emergency medical insurance for the period of the program is also covered.
- Visa issuing might take a long time. Therefore, we strongly advise you to make the application for 3 month visa to the Embassy of the Republic of Azerbaijan as soon as you receive your confirmation of participation in the program.

IMPORTANT NOTE: During the period of the program candidates are requested not to leave the borders of the Republic of Azerbaijan to travel to the neighbouring countries. If such a case occurs for any reason during the period of the program or candidates leave the country earlier than it was scheduled according to their application form, they must:

- Return a provided unused return ticket on time and cover relevant penalties;
- cover penalties hotel accommodation paid in advance;
- return per-diem for each day spent out of Azerbaijan;
- have no claims in case of emergency.
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Research process

During the period of the program successful candidates will conduct their research on the topic related with the list of research areas provided by organizers

With regards to carrying out the research the participants will be provided with work station, available resources. As wireless internet connection is available at the office it is advisable to take your personal laptop with you for your personal convenience.

Participants of the “Visiting Researchers Program” are expected to work intensively (including in the host office) in accordance with the relevant schedule and work plan agreed with their academic supervisors.

After meeting with their respective supervisors at the work station, within the first 2 working days the researcher has to provide AIR Center with the work plan reflecting activities planned to be implemented and the list of institutions requested to meet within the research program. AIR Center should be kept informed on any change to the work plan.

Researchers are required to issue two reports, a mid-term report (*at the end of the first week/month*) during the program period and a final report (*before the research presentation*) containing the result of research. The aforementioned reports should be submitted to the programme coordinator.

Moreover, researcher is expected to prepare a short (10-15 minutes) presentation on a topic. Program participants are also required to submit their presentation material to the program coordinator.

After completion of the Programme, within the period of three months, the researcher is expected to issue and submit to AIR Center published or disseminated research article/paper on 5-12 pages (Font - Times New Roman 12, Line Spacing - 1.5).

Application procedure

To apply for the program researchers should submit hard copies of all documents listed below to the Embassy of the Republic of Azerbaijan in their country. Application documents should also be submitted electronically to the following email address: shahmar.hajiyev@aircenter.az

Candidates are asked to enter in the subject field of their e-mail message “**Visiting Researchers Program**”.

The application package includes:

1. **Application Form for the Research Program;**
2. **Research Topic and Research Proposal (about 500 words);**
3. **Resume (CV) in English;**
4. **The list of publications;**
5. **The copy of a passport.**

Selection Process

After submission of the required documents to the organizers through the respective Embassy of the Republic of Azerbaijan or to the AIR Center via the aforementioned e-mail, applications are reviewed and evaluated by the organizers, based on eligibility criteria: academic performance, teaching and research, experience and relevance of selected research topic. Only successful candidates will be contacted.

**VISITING RESEARCHERS PROGRAM 2022
RESEARCH PROPOSAL FORM**

Note: Please TYPE in a word processing program. Do not leave any space blank.

PRINCIPAL RESEARCHER	
Full name:	
Date and Place of Birth:	
Male/Female:	
Nationality:	
Passport Number and Date of Expiry:	
Mobile phone:	Work phone:
E-mail:	
RESEARCH TITLE (selected from the list of topics)	
SUGGESTED DATES FOR THE RESEARCH VISIT	
Year _____ Month/Dates _____	
STATEMENT OF PURPOSE (To what extent the produced research article/paper will contribute to the development of you personally and the research country? Do not exceed more than 500 words.)	
STUDY OBJECTIVES	

METHODOLOGY

RESULTS AND DISSEMINATION (How do you plan to use or disseminate the produced article/paper on the results of the research?)

TIMEFRAME (it should be in the form of a GANTT Chart, activity by activity)

DECLARATION OF CONSENT (I hereby declare that I have read the “Program Information Note” and agree with all the points; the above statements are correct and complete and that I am of sound health to carry out the envisaged research project.)

Date:

Signature:

2. NAME OF RESEARCH INSTITUTE (where the research will be conducted):



3. RESEARCH TITLE (selected from the list of topics):

CENTER OF ANALYSIS OF INTERNATIONAL RELATIONS
BEYNƏLXALQ MÜNASIBƏTLƏRİN TƏHLİLİ MƏRKƏZİ

4. VISITING RESEARCHERS PROGRAM 2022
APPLICATION FORM

TIME OF APPLICATION:

Photo

Note: Please TYPE in a word processing program.
Do not leave any space blank.

1. PERSONAL DATA

5. PRESENT OCCUPATION

Full Name: _____		_____		_____	
Position / Title: _____		_____		_____	
Date of Birth: _____	Male/Female	Marital Status	Nationality	Religion	
Department / Division: _____	M [] F []				
Name of Organization: _____	Type of Passport (Ordinary/Service/Diplomatic)		Passport Expiry		
Address: _____	_____		_____		
Tel No : _____ - _____ - _____	Fax No : _____ - _____ - _____				
Country code	area code	number	Country code	area code	number
Airport of departure	Airport of return (upon completion of the research program)		Preferred airport of transit		
Term of Employment: from _____	to _____				
Describe your present duties:					
Do you need us to send you a copy of acceptance letter in case you are selected for the program?			Yes [] No []		

Permanent address : _____

6. WORK EXPERIENCE OVER 5 YEARS

Mailing address: _____

Tel: _____ Country code area code	From	To	Mobile : _____	Position/ Responsibilities
	Month/ year	Month/ year		
Fax No : _____ Country code area code	/	/		
	number	number		
E-mail Address: _____	/	/		

7. EDUCATION AND PROFESSIONAL TRAININGS

Name of Institution	From	To	Field of Study and Degree
	Month/ year	Month/ year	
	/	/	
	/	/	
	/	/	
	/	/	

8. LANGUAGE PROFICIENCY

Language Indicators:

Level I = Basic Knowledge

Level IV = Fluent

Level II = Limited Knowledge

Level V = Professional Translator

Level III = Good Working Knowledge

Language	Speak	Read	Write	Primary Language (Yes / No)

In case English is not your primary language, it is required to provide a proof of sufficient knowledge of English by meeting one of the following criteria:

- TOEIC: _____
- TOEFL IBT/PBT: _____
- IELTS: _____
- A diploma of secondary or higher education where English was the language of instruction.
- Other: _____

9. DISABILITIES, SPECIAL NEEDS OR SUPPORT

If you have a disability, special needs or a medical condition that will require a special assistance concerning your studies or stay in Azerbaijan, please tick the appropriate box and enclose further details in a separate sheet.

- | | | |
|--|--|---|
| <input type="checkbox"/> No Disability | <input type="checkbox"/> Wheelchair User/Mobility difficulty | <input type="checkbox"/> HIV / AIDS |
| <input type="checkbox"/> Dyslexia | <input type="checkbox"/> Personal Care support | <input type="checkbox"/> Other Disabilities:
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| <input type="checkbox"/> Blind/Partially sighted | <input type="checkbox"/> Mental Health difficulty | |
| <input type="checkbox"/> Deaf/Hearing impairment | <input type="checkbox"/> Unseen disability e.g. Diabetes, Epilepsy | |

10. ACCOMMODATION

Please put tick at the appropriate line:

I request AIDA to provide me with the accommodation and agree to stay in the provided apartment under the conditions indicated in the “Program Information Note” of this program.	_____
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I will organize and pay for my accommodation myself.	_____
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11. REPORTING

After meeting with the respective advisors at work station, within the first 10 working days, I agree to provide AIDA with the work plan reflecting activities planned to be implemented within the research program period and I will keep AIDA informed on any change to the work plan;

I agree to submit a mid-term report (*at the end of the first week/month*) during the fellowship period and a final report (*before the research presentation*) containing the result of research.

I agree to summarize the research outcomes and submit to AIDA;

I agree to make a presentation on the conducted research topic (in English) at the end of the research program;

I agree to submit to AIDA published or disseminated research article/paper on the research done, within the three months after the completion of the research program;

I agree not to leave the borders of Azerbaijan during the fellowship period.

12. EMERGENCY CONTACT

Full name: _____

How related to you: _____

Mobile number (daytime): _____

Mobile number (nighttime): _____

E-mail: _____

13. DECLARATION OF CONSENT

I hereby declare that I have read the “**Program Information Note**” and agree with all the points; the above statements are correct and complete and I am of sound health to carry out the envisaged research project.

Signature: _____

Date _____



VISITING RESEARCHERS PROGRAM 2022

Research Areas

1. Regional Politics and opportunities for cooperation in the Caspian Basin
2. Regional economics / Perspectives of Circular Economy in the Republic of Azerbaijan
3. Conflict resolution / Implementation of the UN Security Council Resolutions
4. Maintenance of international peace and security
5. Regional transport and communications
6. Energy and energy security
7. Perspectives of Sustainable Energy Transformation and Green Transition in the Republic of Azerbaijan
8. Cybersecurity
9. Bilateral and multilateral relations of Azerbaijan
10. Multiculturalism
11. Material and cultural heritage of Azerbaijan
12. Deliberate destruction of cultural heritage during the armed conflicts
13. Post conflict and post disaster reconstruction and recovery
14. History of Azerbaijan / Safavids, Kajars and Iravan Khanate
15. Growing importance of NAM in current international juncture