

**IHS Allied Specialties Scholarships 2023**

**Information and application form**

**Information for Applicants**

**Introduction**

The IHS Board of Trustees welcomes applications for the IHS Allied Specialties Scholarship. This initiative addresses the need to develop expertise in the field of headache for allied specialities, e.g. nurses, therapists. The Allied Specialities Scholarship will facilitate training through a short-stay scholarship for clinical training / research project in a major headache centre.

**Length of tenure**

Funding is provided for 8–12 weeks at a major headache centre in the home or another country.

**Language requirements**

The applicant must be able to communicate well in the language of the host country or in English if the host is agreeable.

**Value**

The award is designed to cover the scholar's salary cost, travel, accommodation and living expenses for up to 12 weeks. The maximum amount of the total grant is US$ 7,500.

**Funding transparency**

The applicant must declare in advance if he / she will benefit from any other source of financing to complete the programme, and also declare any funding received after being awarded the programme.

**Host organisation**

The applicant must identify and contact the desired mentor and host organisation. All liaison with the host organisation is done by the applicant.

The host organisation must have accepted the candidate for the Short-stay Scholarhip and the mentor must be a member of IHS. The applicant and the mentor must have agreed on a provisional programme and the learning outcomes and objectives.

The host organisation must ensure that the award holder is made aware of his / her responsibilities during the placement. Failure to comply with these conditions may lead to termination of the award and the society reserves the right to recover the funds in part or fully.

Important: Applicants should contact the mentor to request a placement before submitting the application.

**Essential criteria**

1. The applicant must be a qualified nurse or therapist – physiotherapist, occupational therapist, or psychotherapist
2. The applicant should be working at a primary or secondary headache care centre
3. The applicant must be a member of IHS (free of charge Associate Membership is available for allied speciality professionals from applicable countries); visit the IHS website ([www.ihs-headache.org](file:///C:\Users\user\AppData\Local\Microsoft\Windows\Temporary%20Internet%20Files\Content.Outlook\W8VJT8CV\www.ihs-headache.org)) to join
4. The mentor must be a member of IHS
5. For a research project – executive summary of the project (maximum 500 words)

**Reporting**

The award holder must submit a report of the learning activities / outcomes within 3 months following the end of the scholarship period. IHS may recover all payments made if the report is not received within 6 months of the end of the supporting period.

**Insurance and logistics**

The award holder must make his / her own arrangements for travel and accommodation. Any insurance-related matters for the duration of the programme will be the entire responsibility of the award holder.

**Application**

Each application must include:

1. Completed application form
2. Updated curriculum vitae
3. Copy of last medical qualification certificate
4. Copy of passport
5. Two reference letters (other than the programme mentor – one should be your current supervisor)
6. Updated short curriculum vitae of the programme mentor
7. A letter of support from the programme mentor
8. Acceptance letter from the host institution or programme mentor with a provisional timetable and agreed learning outcomes

Applications will be evaluated to ensure they fulfil all the required eligibility criteria. Incomplete or incorrect applications will not be considered further. Complete and accurate applications will be submitted for evaluation to the IHS Grants Committee. Applicants will be informed of a definitive decision by email as soon as practical.

Applications should be submitted as one combined pdf file.

**Deadline for applications:** 31 October 2023

**Applications and supporting documents should be sent by email to Carol Taylor**: [carol.taylor@i-h-s.org](mailto:carol.taylor@i-h-s.org)

**Data protection**

To meet the society’s obligations for member’s accountability, some details of Awards will be made available on the society’s website, reports, documents or mailing lists.

Protection of any intellectual property will be fully respected. Nevertheless, and with the consent of the award holder, the society may share the results from the programme with its members via its website or owned publications.

Application information will be shared only with the Allied Specialities Award Review Committee, and IHS Officers if deemed necessary.

Please see the full IHS Data Privacy Policy [here](https://ihs-headache.org/en/about-ihs/articles-and-policies/).

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**IHS Allied Specialities Scholarships 2023 – application form**

**Application deadline: 31 October 2023**

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| --- | --- |
| First name |  |
| Surname |  |
| Date of birth |  |
| Nationality |  |
| Address |  |
| Telephone |  |
| Institutional email address |  |
| Current appointment |  |
| Date of appointment |  |
| Current affiliation |  |
| Institution |  |
| Department |  |
| Current supervisor |  |
| Supervisor's email address |  |
| Chosen scholarship affiliation |  |
| Host Institution and department |  |
| Country |  |
| Mentor |  |
| Mentor’s email address |  |
| Proposed start date |  |
| Proposed end date |  |
| Why are you applying for the award? |  |
| What are your learning objectives? |  |
| What would this scholarship bring to your parent institution? |  |
| Research project executive summary (if applicable) |  |

**Return this form and supporting documents by email to Carol Taylor by 31 July 2023**

[carol.taylor@i-h-s.org](mailto:carol.taylor@i-h-s.org)