



Morphomata Fellowship Guidelines

September 2017

The Morphomata International Center for Advanced Studies (Internationales Kolleg Morphomata) invites roughly 10 to 15 Fellows for a period of 6 to 9 months. The fellowships are publicly advertised, and international scholars in the humanities are encouraged to apply. Fellows can pursue their individual projects at the Morphomata Center. To ensure this, we offer the following support:

Financial

The arrangements for the fellowships have been regulated in two alternative contractual modes. In both cases, the maximum amount of the grant is capped by the funding organization (the German Federal Ministry of Education and Research).

Mode 1: The Fellow receives financial compensation, provided the Fellow will receive no income from his/her home institution while he/she is in Cologne.

Following Mode 2 the Fellow will be released from their teaching duties by his/her home institution while maintaining his/her income. The grant can be used to finance a teaching substitute at the Fellow's home university. In this case the fellow will not receive any financial compensation by Morphomata.

Please note: Currently, there is no guarantee that the grant will be tax free. We suggest that Fellows currently residing outside Germany investigate tax treaties in relation to potential double taxation. Fellows should contact their tax accountant or competent tax office to clarify any tax questions.

Academic Life at the Center

Mondays and Tuesdays are the core days of our weekly schedule. Our meetings, i.e. the Research Group Meetings, Fellow Meetings, and the public Morphomata Lectures Cologne (MLC), take place on those days. The Morphomata Lectures Cologne give our Fellows the opportunity to present their projects to a larger audience. Our public conferences usually take place during the second half of the week.



Discussions within the meetings are mostly conducted in English. Nevertheless, it is advantageous to have some knowledge of German. To a limited degree, the Center can arrange for translation of presentations or presentation abstracts.

Facilities

The Morphomata Center for Advanced Studies is within walking distance of the University of Cologne's main building, the humanities faculty and the university library. The Center's premises include offices for Fellows and colleagues, a reading room that doubles as a conference room, and a lounge. The fellowship provides Fellows with office space, a computer, telephone (with international flat rate), and Internet access.

Travel Expenses

The Center covers the costs of the Fellows' one-time arrival to and departure from the Center. Additionally, individual trips to conferences and research travel can be funded with approval by the assistant directors, as long as they are directly related to the fellowship project. The time limit for submitting travel expenses is six months as from the date of travel.

Due to government regulations, the Center can only finance economy-class flights and train tickets. Taxi fares can only be covered in exceptional cases and must be cleared in advance. Further travel expenses (e.g. official trips to the home institution) cannot be reimbursed by Morphomata.

Families

The University of Cologne's Welcome Centre for International Scholars is available for inquiries regarding kindergartens and schools in the area.

Accommodation

The University of Cologne's Welcome Centre is happy to assist in finding adequate accommodation either in the University's two guesthouses or on the open market. We will be glad to forward your request (as early as possible).

Insurance

The University of Cologne's Welcome Centre helps foreign Fellows to acquire their necessary health insurance. However, please do note that the fellowship does not constitute an employment contract and consequently does not represent an obligation to contribute to social insurance. The Center therefore does not contribute to pension funds or unemployment insurance, nor does it make the employer's contribution to health insurance. Fellows currently residing abroad are encouraged to clarify to what extent their health insurance will cover their stay in Germany. Upon entering Germany, Fellows must be able to prove that they have valid health insurance.

