

TERMS AND CONDITIONS for resident Fellows and visiting scholars at the IAS

A. IAS Fellows from academic institutions in Israel

1. Israeli Fellows are required to participate fully in the work of their respective Research Group for the entire duration of the Group's residency at the Institute. Approval of fellowship appointments is contingent upon the applicant's compliance with this clause.
2. Fellows are required to relinquish all teaching and administrative responsibilities outside of the Institute and must suspend all external employment and/or special projects for the duration of their fellowship.
3. Fellows and visiting scholars are required to spend their working day at the Institute to facilitate Group meetings and seminars.
4. Fellows are obligated to organize the leave of absence from their home university/research institute. The IAS staff can assist when necessary.
5. Fellows are entitled to leaves of absence in order to fulfill academic/professional obligations, e.g. participation in international conferences. They are also entitled to personal leaves of absence. Fellows participating in six-month Research Groups may be absent for up to two weeks. Fellows participating in year-long Research Groups may be absent for a total of five weeks. The IAS Associate Director should be informed of all absences of more than four days. Prolonged absences without consent may be reflected in the monthly stipend.
6. Fellows from the Hebrew University of Jerusalem may be asked to teach up to one third of the normal course load while in residence at the Institute. All teaching obligations should be related to the topic of the Research Group. The IAS Director must approve of the teaching schedule prior to final acceptance.
7. Fellows may advise doctoral and postdoctoral students on research that relates to the Group's project. Meetings should take place on IAS premises.
8. Fellows will continue to receive their regular salary and standard fringe benefits, e.g. payments toward a sabbatical fund, from their home university/institute. The IAS undertakes to reimburse the Fellow's salary and fringe benefits to his/her university/institute for the duration of their residency at the Institute.
9. The Fellow's home university/institute will be responsible for compensating the Fellow for other benefits such as research funding and status compensation.
10. All Fellows of the IAS are provided with an office, a computer and administrative services.
11. Fellows who live outside of Jerusalem are encouraged to relocate to Jerusalem for their duration at the Institute. The Institute undertakes to provide Fellows residing outside of Jerusalem with a modestly furnished apartment in Jerusalem. Apartment sizes and location are determined according to availability, while consideration is given to the Fellow's family size and individual needs. Israeli tax law requires that the Hebrew University of Jerusalem inform the Fellow's home institution of all benefits received by the Fellow, including housing.
12. An assistant hired by the Research Group will be employed according to Hebrew University rates and terms of employment.

B. IAS Fellows from academic institutions abroad

1. Fellows are required to relinquish all teaching and administrative responsibilities outside of the Institute and must suspended all external employment at research institutes and/or special projects for the duration of their fellowship.
2. Fellows are responsible for organizing leaves of absence from their home university/research institute.
3. Fellows from abroad must remain in residence at the Institute for the duration of the collaborative research project. A Fellow participating in a six-month Group is required to stay for a minimum of four months. A Fellow participating in a year-long Group is required to stay for a minimum of six months of the academic year.
4. Fellows are entitled to leaves of absence in order to fulfill academic/professional obligations, e.g. participation in international conferences. They are also entitled to personal leaves of absence. Fellows participating in six-month Research Groups may be absent for up to two weeks. Fellows participating in year-long Research Groups may be absent for a total of five weeks. The IAS Associate Director should be informed of any absence of more than four days. Prolonged absences without consent may be reflected in the monthly stipend.
5. Fellows receive a monthly stipend for every month they remain in residence at the IAS. The stipend is determined according to the academic status of the Fellow at his/her home academic institution. The amounts allocated are compatible with those of academics of the same standing at the Hebrew University of Jerusalem.
6. All Fellows of the IAS are provided with an office, a computer and administrative services.
7. The Institute undertakes to cover the travel costs of Fellows, spouses of Fellows and their children under the age of 18 from their residence abroad to Jerusalem. The IAS undertakes to pay for one round-trip economy fare ticket for the Fellow. The IAS undertakes to pay for one round-trip economy fare ticket for family members staying in Israel for a period of three months or longer.
8. The Institute undertakes to provide Fellows with a modestly furnished apartment in Jerusalem. Apartment sizes and location are determined according to availability, while consideration is given to the Fellow's family size and individual needs. Rent and municipal taxes are covered by the Institute. Fellows are responsible for paying utility costs such as water, electricity, telephone and Internet access.
9. In the case of Fellows residing in the US, the Institute will cover shipping costs of research aids, such as books and computers, up to a total of \$500 each way from the Fellow's home institution to Jerusalem and back. In the case of Fellows from Europe and Asia there is a maximum shipping grant of \$300 each way from the Fellow's home institution to Jerusalem and back.