PROVISIONS OF THE “RESEARCH INTERNSHIPS IN WORLD LABORATORIES – 2024”

Program

**I. GENERAL CONDITIONS**

1. 1. **The “Research Internships in World Laboratories-2024” program** (hereinafter – “Program”) of the Private Foundation "Shakhmardan Yessenov Science and Education Foundation” (hereinafter – “Foundation”) provides 10 (ten) grants to the winners of the Program for summer internships in leading scientific and research laboratories of the world, lasting up to 90 (ninety) days.
   2. The Program is aimed at supporting talented Kazakhstani students and active research specialists who plan on pursuing a PhD degree in the future and engaging in scientific activities in Kazakhstan;
   3. **The purpose of the program** is to increase the competitiveness of Kazakhstani students and research specialists in applying for master's and PhD programs through the internship provision of opportunities to work in the best scientific and research laboratories of the world.
   4. **Only citizens of the Republic of Kazakhstan may participate in the Program, studying in Kazakhstani higher education institutions of the following levels:**

1.4.1. baccalaureate students, except for first and last years;

1.4.2. masters, except the last course;

1.4.3. bachelor’s degrees in medical schools, except for the first year, if internship training is compulsory;

1.4.4. interns, except for the last course of study

**with the classification of training of higher and postgraduate education\*, according to the legislation of the Republic of Kazakhstan, in the following spheres:**

a. Natural Sciences, Mathematics and Statistics

b. Information and Communication Technologies

c. Engineering, manufacturing and construction industries

d. Healthcare.

**II. IMPLEMENTATION STAGES OF THE PROGRAM:**

* 1. The Program is long-term and realized in several stages:

**The first stage** – competitive selection of the Program winners;

**The second stage** – preparation for the internship by the winners of the Program:

1. Program winners independently look for their own research supervisors and laboratories of the world for their internship in the framework of the Program;
2. Program winners prepare an appropriate package of documents consisting of: essays, recommendations, translation of scientific works;
3. Program winners independently look for accommodation for the period of internship in the laboratories of the world and obtain a visa to the country of internship (if a visa is required).

At this stage the Foundation accompanies and advises the Program winners.

**The third stage** – getting an internship by the Program winners;

**The fourth stage** – the submission of a financial *(in the form according to Appendix No.1 to these Provisions) and performance report (in the form according to Appendix No.2 to these Provisions).*

* 1. To conduct the competitive selection among the Program winners, an Expert Council which selects participants is formed in the Foundation. The decision of the Expert Council of the Foundation is submitted to the Board of Trustees for review.
  2. The decision of the Board of Trustees of the Foundation is approved by the order of the Foundation in the form of an officially certified list of Program winners. The list of Program winners is published on the Foundation's website: **yessenovfoundation.org.**

***\*****Order of the Minister of Education and Science of the Republic of Kazakhstan dated October 13, 2018 No. 569 "On approval of the Classifier of training programs for personnel with higher and post-graduate education" (registered in the Ministry of Justice of the Republic of Kazakhstan on October 17, 2018 No.17565)*

* 1. Applications for participation in the Program are accepted in Kazakh, Russian and English. Russian is the working language of the Program.
  2. The Foundation has the right to refuse the provision of funds for internship under the Program without citing the reasons of refusal.
  3. The Foundation has the right to redistribute the grants between undergraduate and graduate students, depending on the received applications and competitive selection indicators.
  4. The Foundation reserves the right to grant less or more than 10 (ten) grants, in case the Foundation's Expert Council decides to do so.

**III. COMPETITIVE SELECTION OF PROGRAM PARTICIPANTS:**

* 1. **Requirements for the Program participants:**
     1. The candidate has to be a citizen of the Republic of Kazakhstan residing in the territory of the Republic of Kazakhstan;
     2. **The candidate may to be:**

1. an active scientific researcher (degree of education not higher than a master's degree) working at a Kazakh university, research institute, academy, laboratory, etc.;
2. a student of the 2-3 year of bachelor's degree;
3. a student of 2-5 year of bachelor's degree for medical universities, in which internship training is mandatory;
4. a student of 1st year of master's degree;

a non-final year internship student studying exclusively at a Kazakh university **in the following fields:**

* 1. Natural Sciences, Mathematics and Statistics;
  2. Information and Communication Technologies;
  3. Engineering, manufacturing and construction industries;
  4. Healthcare.
     1. The candidate's GPA should be 3.3 and above;
     2. The candidate should have achievements in various scientific Olympiads and competitions;
     3. **The candidate’s command of the English language should be at a level not below B1 and confirm the level of language proficiency with:**
  5. an IELTS certificate – minimum 6.0;
  6. a TOEFL iBT certificate – minimum 80;
  7. education in English.
     1. The candidate should be expressing an interest in a particular scientific field, and provide appropriate evidence:

1. scientific articles;
2. results of any research;
3. etc.
   * 1. The candidate should demonstrate an interest in entering a PhDand a desire to engage in scientific activity in the Republic of Kazakhstan.
   1. **To participate in Program selection, the applicant has to:**
      1. fill in an online application form on the Foundation's website – **yessenovfoundation.org;**
      2. attach to the application form:

**Mandatory documents:**

1. ID scan;
2. An essay on the following topic: “Research of my dreams”. The essay should contain answers to the following questions:
3. what research experience you already have;
4. how you see yourself exploring your dream and what can be done to accomplish it *(send only in an editable Microsoft Word document);*
5. Transcripts (all semesters of study);
6. Bachelor's degree diploma with grades (for Master’s students and research specialists) or a diploma from the last place of study – no more than 1 document;
7. Curriculum Vitae.

**Additional documents:**

1. certificates in science – no more than 3 (three) certificates\*;
2. certificates in active involvement in public life and volunteering – no more than 2 (two) certificates\*;
3. publications – no more than 2 (two) publications\*
4. recommendations of a research supervisor/dean of the faculty/the vice-rector/rector of the university – no more than 1 (one) document.

*\** *While considering additional documents, the Foundation takes into account the limited number of certificates/publications provided by the applicant. A candidate has to independently select certificates/publications which best reflect his/her achievements.*

* 1. Applications are accepted on the Foundation's website **from October 09 to November 14, 2023** **inclusive.**

**Applications will be accepted on November 14, 2023, 15:00 Astana time (GMT+6).**

By submitting an application on the Foundation's website **yessenovfoundation.org**, the applicant confirms that he/she is familiar with the conditions of the Program, gives his/her consent and confirms his/her willingness to fully comply with them.

* 1. Holders of grants from the Foundation of previous years are not eligible for the 2024 grant.

**IV. PROGRAM SELECTION STAGES**

* 1. The Program selection consists of 2 (two) rounds, at the end of each round, the best candidates are selected:
  2. **The first round of Program selection** is the evaluation of candidate applications:

Applications received within the deadline are reviewed and evaluated by Foundation's employees and independent experts in the period from **November 15 to November 30, 2023 inclusive.**

**Applications are evaluated in accordance with the following criteria:**

1. candidate's academic performance;
2. quality of filling in the application;
3. scientific and social achievements of the candidate;
4. level of interest in the program;
5. level of interest in further scientific activity.
   1. **The second** **round of Program selection** is personal (with the candidate) and group online interview:

Candidates who have passed the 1st (first) stage of Program selection are allowed to be interviewed.

**This interview assesses the following student qualities:**

1. Leadership skills;
2. Clarity and reasoning in setting objectives;
3. learning and ability to quickly absorb and analyse new information;
4. communication capacity;
5. ability to adapt to new situations and to find innovative solutions;
6. professional qualities;
7. courtesy and tactfulness;
8. commitment;
9. flexibility and the ability to accept others' views;
10. self-criticism, the ability to see one’s mistakes and admit them;
11. level of emotional intelligence;
12. level of empathy;
13. and others.

The interview aimed at identifying the personal qualities of candidates will be held in the period from **05 to 21 December, 2023**;

The Foundation reserves the right to send test assignments to the participant of the Program based on the results of the interview.

* 1. Candidates who have successfully passed the competitive selection become the winners of the Program.
  2. The Foundation reserves the right not to explain the motives and reasons for the decisions on the allocation of the Program grants.
  3. The list of Program winners is published on the website **yessenovfoundation.org** and official pages of the Foundation’s social networks **no later than December 22, 2023.**

**V. SPONSORSHIP PROVISION**

* 1. Grants are provided to the Program winners on the basis of a sponsorship agreement concluded by the Foundation with the Program winner.
  2. **The grant covers the following expenses:**

1. round-trip airfare;
2. visa and health insurance costs;
3. quarantine hotel accommodation (no more than 2 (two) weeks) if required in the country of destination;
4. accommodation and utilities;
5. meals and others (approved rate: 40 (forty) USD per day, from the date of actual arrival at the location of the internship, for a total period not exceeding 90 (ninety) days);
6. transfer along the route: airport (host country) – accommodation - airport (host country).

The total amount of the grant cannot exceed **4 392 500 (four million three hundred ninety-two thousand five hundred) tenge**.

* 1. A grant recipient who has concluded the sponsorship agreement with the Foundation is obliged to comply with the following terms of the agreement:

1. to undergo the internship in a timely manner in accordance with the established rules of the receiving laboratory;
2. responsibly fulfill all professional requirements of the internship;
3. promptly report all major problems encountered during the internship (financial, organizational, logistical or related to the pandemic regime, etc.);
4. publish at least 2 (two) posts on their social networks about the internship with the Foundation tag during the internship;
5. upon completion of the internship, be in contact with representatives of the Foundation;
6. contribute to the writing of his/her own success story by providing photographs showing the internship process and his/her stay in the laboratory;
7. inform all interested potential participants of the Foundation’s future competitions/programs about their experience and Foundation’s activities;
8. inform the Foundation of the outcome of the internship by submitting relevant reports (performance and financial);
9. provide appropriate financial and performance reports in accordance with deadlines specified in the Contract. *Forms of financial and performance reports, are specified in Appendix No. 1 and Appendix No. 2 to these Provisions.*
   1. **The winner of the competition is independently responsible for obtaining the vaccine in accordance with the conditions of the country of the internship.**
   2. All questions regarding the Program and (or) the Provisions, refer to the authorized persons of the Foundation:

- **Irina Grishchenko**, e-mail: irina.g@yessenovfoundation.org, phone: +7 771 775 18 15;

- **Aigerim Sultan Aidarkyzy**, e-mail: aigerim.s@yessenovfoundation.org, phone: +7 701 627 96 07.

* 1. The Foundation may request from the university the winner of the Program studies at, additional information and (or) documents regarding the Program winner (scholarship holder).
  2. The Foundation reserves the right to check the information provided by any legal means and to exclude any scholarship applicant from the Program, in case of misleading information provided and (or) documents.

**Appendix No. 1**

**to the Provisions of the “Research internships in world laboratories – 2024” program**

**FINANCIAL REPORT (form)**

1Full name

"\_\_\_\_"\_\_\_\_\_\_\_\_\_\_\_\_ 2024

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

signature

2 No. and Contract date

3 “Research Internships in World Laboratories – 2024” program

4 Internship period (dd/mm/yy-dd/mm/yy)

5 Place of internship (Laboratory/University, city, country)

6 Professor's name:

7 Research topic:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Item of expenses** | **Amount, in KZT** | **Amount, in USD** | **The rate of the National Bank of the Republic of Kazakhstan for 1 USD** | **Documents (indicating date and amount)** | **Comments** |
| TOTAL |  |  |  |  |  |

|  |  |
| --- | --- |
| Paid out |  |

|  |  |
| --- | --- |
| To return |  |

**Appendix No. 2**

**to the Provisions of the “Research internships in world laboratories – 2024” program**

**PERFORMANCE REPORT (form)**

1. The performance report is sent to the official address of the Foundation: [info@yessenovfoundation.org](mailto:info@yessenovfoundation.org);

it is mandatory to put in a copy:

- **Irina Grishchenko Fedorovna**, e-mail: [irina.g@yessenovfoundation.org](mailto:irina.g@yessenovfoundation.org), contact number: +7 771 775 18 15;

- **Aigerim Sultan Aidarovna**, e-mail: [aigerim.s@yessenovfoundation.org](mailto:aigerim.s@yessenovfoundation.org), contact number: +7 701 627 96 07.

2. The text of the performance report is written in free form and should contain:

2.1. up to 4 (four) high-quality (both individual and collective, but no more than 3 (there) people, for example, with a professor or an internship supervisor) photos showing the internship process and possible non-working activities (for example, travel);

2.3. description of the work process, description of intermediate and final results;

2.4. description of how work/research will be useful in the modern world, what problems it can solve;

2.4. if an article is expected based on the results of the work, where, about what, who is the author;

2.5. what was useful/amazing/new for you, etc.;

2.6. if you participated in conferences or other activities, what was interesting, results, etc.;

2.7. what did you discover in a new culture, what will you take with you into life;

2.8. your tips and life hacks for future winners;

2.9. how can you contribute the Foundation;

2.10. will you be able to become an expert, participate in the selection of candidates for competitive programs, if yes, in which directions?

2.11. other things that from your point of view can be useful for the work of the foundation, for improving programs.