

**Information about applying for a
Cambridge Fellowship at the
University of Canterbury
(‘Cambridge Fellowship’)**

In 2008, the University of Cambridge and the University of Canterbury announced, with great pleasure, the establishment of a reciprocal visitor programme between the two universities entitled the Cambridge/Canterbury Exchange Programme with the first visits occurring in 2009.

The two universities have a lengthy association and a series of distinguished Cambridge visitors have visited the University of Canterbury over the years.

The goal of the Cambridge/Canterbury Exchange Programme is to build upon the academic links that have already been developed and to benefit the students and staff of both universities by funding the regular visits of academic staff members. The Programme is primarily administered and funded by the University of Canterbury.

The Memorandum of Understanding between the two universities, signed in February 2008 refers to:

'The University of Canterbury and the University of Cambridge, in furtherance of their mutual interests in teaching and research, and as a contribution to increased international cooperation between them, hereby agree to implement, within the framework of the regulation applying in each of the institutions and subject to the availability of resources, the following programmes and activities:

- (i) Exchange of continuing academic staff members***
- (ii) Joint research activities***
- (iii) Participation in teaching, seminars and academic meetings***
- (iv) Exchange of publications, academic materials and other information***
- (v) Joint quality assurance benchmarking'.***

The Cambridge/Canterbury Exchange Programme is jointly funded by the University of Canterbury, with assistance for relevant faculties from the bequest of its distinguished graduate in science, engineering and economics John Angus Erskine, and by the University of Cambridge.

We warmly commend the expanded Programme for the undoubted growth it will bring in the exchange of knowledge, professional links and research collaborations between the two universities. The Fellowships to be awarded each year are available in all colleges and are additional to those available under the existing Visiting Erskine Fellowships. Visiting Oxford Fellowships, Erskine Grants, Oxford Grants, Visiting Fellowships, Canterbury Grants and other leave programmes.

**University of Canterbury, Christchurch
New Zealand**

**University of Cambridge
United Kingdom**

Cambridge Fellowships at the University of Canterbury

Regulations

- 1 Under the Cambridge/Canterbury Exchange Programme, Visiting Cambridge Fellowships may be awarded to academic staff members of the University of Cambridge who are already advanced in the learning of any subject taught at the University of Canterbury for the purpose of giving lectures to students in such subjects at the University of Canterbury and contributing generally to the teaching programme.
- 2 An award will normally be for a period of from one to three months (30 to 90 days). The maximum funded period of a Visiting Cambridge Fellowship may be increased to four months (120 days) if a detailed case is made and approved at the time of the nomination.
- 3 A Visiting Cambridge Fellow at the University of Canterbury will receive:
 - a grant-in-aid that takes account of a return air fare London/Christchurch by the most direct and economical route;
 - return rail or coach travel between Cambridge/London; and
 - a daily allowance of NZ\$100 per eligible day towards living expenses.

When relevant, a second airfare will be offered for a spouse, domestic partner or other immediate family member living at the same address for a minimum visit, excluding travelling time, of 28 nights during the period of the Fellowship. The accompanying family member need not travel with the visitor in either direction. Please note that the University of Canterbury does not remit cash overseas to visitors for travel purposes or make cash reimbursements, after arrival. All travel arrangements must be arranged through the University of Canterbury's preferred travel agent, Orbit Travel.

- 4 Accommodation for the Visiting Cambridge Fellow and immediate family member(s) will be arranged and paid for by the University of Canterbury for the period of the Fellowship proper (i.e. between the start and end dates of the Cambridge Fellowship). Any additional rental charges (for nights outside the Fellowship dates) along with long distance (toll) telephone calls will be billed separately to the visitor. While every effort to meet the accommodation requirements of the visitor will be made we are unable to guarantee any specific style, standard or location.
- 5 A Visiting Cambridge Fellow normally remains on full salary from the University of Cambridge for the duration of the leave.
- 6 A Visiting Cambridge Fellow will receive:
 - office space (please note this may be a shared space);
 - shared secretarial support;
 - library and computer privileges; and
 - an honorary membership of the University of Canterbury Club for the duration of the visit at no additional cost.

- 7 At the conclusion of the visit, a Visiting Cambridge Fellow shall send to the Erskine Programme Coordinator, University of Canterbury a brief report regarding the activities of the visit for the purpose of facilitating international benchmarking in curriculum, teaching and learning. The report will be circulated to the University of Cambridge's General Board, to the relevant Department or Faculty in Cambridge and to the University of Canterbury Senior Management Team and academic departments.

General Information

1 Quota

Two Visiting Cambridge Fellowships at the University of Canterbury are available to University of Cambridge academic staff members each year. These Fellowships are additional to those available under the existing Visiting Erskine Fellowships, Visiting Canterbury Fellowships and other leave programmes.

2 Nominations

Nominations for Visiting Cambridge Fellowships at the University of Canterbury are made by the Head of the relevant School/Department at the University of Canterbury and endorsed by the Pro-Vice-Chancellor for Institutional and International Relations at the University of Cambridge. The nomination should also be supported by the Head of the relevant Department or Faculty at the University of Cambridge.

The deadline for the receipt of nominations is **22 June 2020 for 2021 Fellowships**.

3 Selection

Applications are sent to the PA to the Director, Strategic Partnerships Office, University of Cambridge, and are then considered by the Pro-Vice Chancellor for Institutional and International Relations at the University of Cambridge. Up to three short-listed applications will be forwarded to the University of Canterbury prior to final selection. Decisions are expected to be notified in August 2020.

Successful applicants will be sent an information guide which provides information about the Fellowships award and the process for booking flights to Christchurch, accommodation, the maintenance grant and travel insurance.

4 Review

This scheme was trialed for three years and reviewed in 2011, 2013 and 2017. Both the University of Canterbury and the University of Cambridge have confirmed that the scheme will continue for a further 3 years until February 2021.

5 Terms Dates 2020/2021

Canterbury	First Semester:	22 February 2021 to 2 April 2021
		27 April 2021 to 4 June 2021
	Second Semester:	19 July 2021 to 27 August 2021
		13 September 2021 to 22 October 2021
Cambridge	Michaelmas:	6 October 2020 to 4 December 2020
	Lent:	19 January 2021 to 19 March 2021
	Easter:	27 April 2021 to 18 June 2021
	Michaelmas:	5 October 2021 to 3 December 2021

6 Web Addresses

University of Canterbury home page www.canterbury.ac.nz

University of Canterbury Erskine Programme www.canterbury.ac.nz/erskine/cambridge_fships

Strategic Partnerships Office (Cambridge) www.strategic-partnerships.admin.cam.ac.uk

Cambridge/Canterbury Exchange Programme <http://www.international-strategy.admin.cam.ac.uk/academic-exchanges/cambridge-canterbury-exchange-programme>

7 Contact

For any assistance, please contact:

Erskine Programme Coordinator, University of Canterbury

Email: erskine@canterbury.ac.nz
Post: Private Bag 4800, Christchurch 8140, New Zealand
Phone: +64-3-369-3375 (New Zealand Standard Time - 12 hours ahead of GMT/UST)
Office: Level 5, Matariki South, University of Canterbury

or

Strategic Partnerships Office, University of Cambridge

Email: strategicpartnerships@admin.cam.ac.uk
Post: The Old Schools, Trinity Lane, Cambridge CB2 1TT
Phone: +44 1223 764680