

The route to a successful Comenius application

Hi, I am Tom.
I am a grant advisor.

Hi, I am Tina.
I am a teacher.

1. Information

- Mobilize teachers in time: Distribute information via the internal newsletter: the themes of the following rounds are already known in May
- Contact the NRO and let us know that you are the contact person for the Comenius program

- Sign up for the NRO newsletter
- Get in touch with your grant advisor in time
- Both the contact persons for universities of applied sciences and for research universities are listed on the NRO website

2. Starting route

Tip: the names of laureates and committee members from previous rounds are published on the NRO website (in Dutch):
<https://www.nro.nl/onderzoekspoject/comeniusprogramma/>

- Make sure that teachers know where to find you
- Get in touch with the faculties and share information about the program
- Keep close contact with faculty boards and CVB for fast timely communication
- Make clear for what kind of advice teachers can come to you (procedural/substantive)

- Make ambitions in the field of educational innovation clear to your supervisor
- In the Comenius program, universities of applied sciences and research universities are not in competition with each other: When compiling your project team, also look at possible collaborations with a university of applied sciences or research university
- If you are interested in a Senior Fellowship, contact the faculty director/dean in time
- Are you interested in a Leadership Fellowship, contact the Executive Board in time
- Sign up for information activities

3. Internal preselection

- Set up committees for the internal selection of Senior and Leadership Fellow applicants
- Make sure that only one teacher per faculty/institution is selected and inform all involved teachers about the decision
- Make sure that the members of the committee are familiar with the assessment criteria
- Do not set up a selection committee for Teaching Fellow applicants, but offer support

The internal selection committee

former committee member

dean or CvB member

laureate

student

Note: Preliminary applications for the round Comenius Teaching Fellows are assessed on the basis of criteria 1 and 2. Preliminary applications for the round Comenius Senior Fellows are assessed on the basis of criteria 1,2 and 4.

4. Application

- See the call for proposals on how to apply
- Discuss assessments of your proposal with your grant advisor
- Do you have questions about the procedure or the (final) assessment of your proposal? Contact the NRO via comenius@nro.nl