



Inter-University Staff Exchange Fellowship Program 2013
Asia Association of Open Universities (AAOU)
UNIVERSITAS TERBUKA, INDONESIA

Universitas Terbuka (UT) is offering a short-term AAOU Inter-University Staff Exchange Fellowship Program to researchers from all member institutions of the Asian Associations of Open Universities (AAOU) for the year of 2013. This program is intended to provide a platform for capacity building and the establishment of sustainable partnership as well as fostering the exchange of knowledge and promotion of mutual understanding among staff of the open universities of Asia.

The terms and conditions of the fellowship are as follows.

Period of the fellowship program

Up to two weeks from 19th to 31st August 2013

Number of fellowships

Two (2) persons from different institutions

Provisions by Universitas Terbuka

Universitas Terbuka will provide:

- a. Full accommodation at UT's Guest House
- b. Daily meals
- c. An office room with an internet access, computer, printer, and stationary
- d. Access to the University's e-Library resources

Responsibilities of parent universities

The parent university of the selected fellows shall provide their candidate with a round-trip air ticket between their countries and Indonesia.

National Laws and Legislation

During the travel period covered under this fellowship, it is the Fellow's responsibility to comply with all local laws and legislation of Indonesia. UT is not responsible for obtaining visas for the selected fellows. UT will provide a formal invitation letter for visa purposes in order to execute the Staff Exchange Fellowship Program.

Application

Interested candidates may apply through the submission of the following documents in English:

- a. Curriculum Vitae including selected list of publications
- b. A proposal on the training/research to be conducted during the fellowship program (5-10 pages, double line spacing). Any research project proposed must be of relevance and be able to enhance the practice of open distance learning in Universitas Terbuka. For a brief profile of UT please refer to www.ut.ac.id

Notes: The research proposal should contain clarity in terms of:

- Issues and research problem
 - Research method
 - Sources of data expected to be collected from UT
 - Targeted/expected results
- c. A letter of recommendation from the Head of the parent institution (President/Rector/Chancellor/Vice-Chancellor)

Submission Deadline

All relevant documents must be submitted by: 4 PM on 17th June 2013

Notice of acceptance from Universitas Terbuka

Successful candidates will be informed via e-mail notification by 31st June 2013

Research Areas

The areas of research undertaken during the fellowship may be in any the following areas.

- a. *Academic services*
- b. *Multimedia learning materials development*
- c. *Assessment of student performance*
- d. *Marketing strategy for distance education*
- e. *Quality assurance*
- f. *Open Educational Resources (OER) for open and distance learning*
- g. *Development and Management of e-learning*

Reporting

Each fellow is required to make a presentation of the research results and submit a report to Universitas Terbuka at the end of the program.

Activities of the Fellows at UT

- Sharing information about their parents institution to UT Staffs at head Office (HO)
- Working on their research project planning facilitated by UT partners (at HO)
- Presenting their collaborative research results to UT floors (at HO)
- Observation and data collections in the selected HO Units:
 - ✓ Institute of Research and Community Services
 - ✓ Institute of Learning Material Development and Distribution, Examination, and Information System
 - ✓ Related Faculties, if necessary
- Visit UT Regional Offices : Jakarta, Bandung, and Bogor, if it is intended as part of research project.

All questions and documents could be addressed to (mail, facs, or e-mail, either way):

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