



Call for applications:

**2013 Asian Association of Open Universities
Inter-University Staff Exchange Fellowships
Offered by
Wawasan Open University, Penang, Malaysia**

In support of the Asian Association of Open Universities (AAOU) Inter-University Staff Exchange Fellowship Program, Wawasan Open University (WOU) is offering two short-term Fellowships to staff from member institutions of AAOU for the year 2013. This program is intended to provide a platform for capacity building and the establishment of sustainable partnerships 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:

1. Period of the Visit:

Up to four weeks during the months of November-December 2013

2. Number of fellowships:

Two (2)

3. Provisions by WOU:

WOU will provide:

- a. Accommodation: Room at WOU's self-catering Guest House. Selected Fellows may be required to share the Guest House with other fellowship awardees.
- b. Daily per diem of RM 60.00 to cover meals and other expenses while in Malaysia

- c. Office/work station with internet connection and stationary
- d. Access to the University's e-Library resources

4. Responsibilities of recipient institution:

The recipient University shall provide the candidate with an economy round-trip air ticket between the home country and WOU in Penang, Malaysia.

5. National Laws and Legislation

- a. During the travel covered under this fellowship, it is the Fellow's responsibility to comply with all local laws and legislation of Malaysia (i.e. laws pertaining to immigration, customs, foreign exchange control etc.).
- b. WOU is not responsible for obtaining visas for the selected Fellow. WOU will provide a formal invitation letter inviting the selected Fellow to WOU, Penang, Malaysia in order to execute the Staff Exchange Fellowship Program.

6. Personal Safety and Health

- a. Acquiring and paying for any and all insurance, including but not limited to travel insurance, is the sole and exclusive responsibility of the Fellow.
- b. Each Fellow is responsible for maintaining his or her personal health, safety and belonging during the period of the Fellowship.
- c. Medical coverage is not provided. Therefore, the fellow must make appropriate arrangements.

7. 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 WOU. For a brief account of WOU please refer to www.wou.edu.my
- c. A letter of support from the **CEO** (President/Rector/Vice-Chancellor) of the parent University together with a commitment to support the staff's

international travel to and from WOU as well as continued payment of the staff's salary during the execution of the fellowship in WOU

8. Submission deadline:

All the relevant documents must be submitted by: 12 noon, 15th July 2013

9. Notice of acceptance from WOU:

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

10. Research Areas:

The areas of research/training undertaken during the fellowship may be in **any** of the following areas:

- a. Digital media and E-resources
- b. Learning support services
- c. E-assessment
- d. Online Learning Management Systems
- d. Quality Assurance in ODL
- e. Open Education Resources

The Fellow will also be required to present a seminar to the staff / students of WOU at a mutually convenient date during the visit period

11. Reporting:

- a. Each Fellow is required to submit a Report to WOU at the end of the Fellowship programme. A copy of this report will be forwarded to the CEO of the recipient institution. The report should outline the Fellow's experiences in the program as well as highlight any research findings.
- b. The Fellow will also be required to complete a feedback form to be submitted to WOU on the quality of the Fellowship program granted.

12. Deferment:

All successful applicants **must** complete the fellowship by 30th December 2013. No deferment will be allowed beyond this date.

13. Contact person:

All queries, communications and documents relating to the Fellowship may be addressed to:

Dr. Andy Liew
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PROFESOR DATO' DR. HO SINN CHYE

Vice Chancellor & Chief Executive Officer

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