

ECTRIMS ALLIED HEALTH PROFESSIONAL TRAINING FELLOWSHIP

Programme Description and Application Guide

Updated July 2026

ECTRIMS offers an Allied Health Professional Training Fellowship for nurses, psychologists, physiotherapists, and related allied health care professionals to obtain or expand their expertise in MS through practical experience and training in a mentored MS environment in Europe. The aim of this programme is to enhance the care and support of individuals with MS by fostering improved clinical care and education and by helping to promote best practices in MS care throughout Europe and beyond.

KEY INFORMATION

- For recipients of advanced degrees (RN, PhD, OT, PT, etc.) in allied health professions who wish to obtain mentored clinical and/or research training in the field of MS and related diseases.
- Funded fellowships in a European laboratory or clinic with flexible durations of up to 1 year.
- Citizens of any country are eligible to apply to this programme, however, the training must be undertaken in a European institution or clinic.
- For European candidates, the training institution may be in the same city or country as the candidate's home institution, however applicants are strongly encouraged to train in a different city or different European country than their current place of work, so long as language and any professional licensing requirements do not present barriers to a successful training period.
- The application requires documents from the candidate, the proposed mentor, and the proposed host training institute, as well as other professional referees.
- The applicant is responsible for collecting all supporting documents and submitting them through the online application system. All documents must be submitted as PDFs.
- Fellowships must commence before the end of the calendar year in which the fellowship has been awarded.
- Successful fellows and their mentors will be asked to provide progress and financial accounting reports at the end of the fellowship period.

Application deadline: 1 December 2026

NOTE: Institutes are not limited to any number of applications, however the same mentor may not be proposed in more than 1 application per cycle, all categories combined. Per award cycle, institutes will be limited to 3 awards total among all fellowship categories and only 1 award within any given category.

I. PROGRAMME TERMS

Applicant eligibility

- Citizens of any country are eligible to apply to this programme; however, the training must be undertaken in a European institution or clinic.
- Candidates must have a professional qualification (with relevant degree) such as nursing, psychology, physiotherapy/rehabilitation, etc. and, if appropriate, be licensed to practice in their home country.
- It is anticipated that successful candidates will have little, but not necessarily extensive, full- or part-time MS experience at their home institution, and that the candidate will return to their home institution after training or move on to an MS-related position at another institution, better prepared to excel in MS care, management and research and to better support people living with MS and the MS clinical care team.
- In general, successful candidates will be under 55 years of age and will anticipate continuing in their MS careers upon completion of the training.
- Candidates and their mentors must affirm that there will be no language barriers that will impede the training experience at the training venue.
- Applicants are restricted to 1 application per annual cycle, across all categories.

Eligibility of the Training Mentor and Institution

- The training institution/mentor must be located in Europe, with an outstanding reputation and credentials related to MS clinical care/research. While it is anticipated that the training institution will be a hospital/clinic in or closely affiliated with an academic medical centre, private clinic sites will be considered if they are of outstanding quality and reputation in MS care.
- For European candidates, the training institution may be in the same city or country as the candidate's home institution, however the fellowship must take place at a different institute than the fellow's current placement of 12 months or longer.

Applicants wishing to train in a different city or different European country are strongly encouraged, so long as language and any professional licensing requirements do not present barriers to a successful training period.

- The applicant must identify and solicit the agreement of an appropriate mentor as well as develop a specific training plan for the fellowship period.

- It is expected that the lead mentor will be an experienced MS professional. If assistance is needed in identifying an appropriate training site/mentor, the ECTRIMS Secretariat may be able to provide advice and direction.
- The same mentor may not be proposed in more than 1 application per cycle, all categories combined.
If more than one applicant indicates the same mentor, the mentor will be contacted prior to the application review to select 1 application to go forward to the evaluation stage.
- A relevant department head or clinic director must be identified and must agree to host the trainee in their clinic, and the training institution must certify its willingness to support the fellow during the fellowship period.
- Institutes will be limited to 3 awards total among all fellowship categories and only 1 award per any given category.
However, institutes are not limited to the number of applications submitted in any given category or application cycle, if they all have different proposed mentors

Explanation of the Training Plan

- The fellow and mentor must outline and present a relevant, MS-specific training programme. This may include observational training or hands-on work under the guidance of the mentor, relevant academic coursework, and other training-related activities. See below: **Supporting documentation, Part 1, Point 4.**

Fellowship Term and Support Levels

- These ECTRIMS MS training fellowships are available for flexible terms of weeks to months, up to a maximum of 1 year.
- Training preferably should be planned to begin within 6 months of the award notification and must commence before the end of the calendar year in which the fellowship is awarded.
- ECTRIMS will provide funding that corresponds to the institutional, regional and experience level for fellows at the identified training site, up to a maximum of 55,000.00 EUR per year (includes salary plus any benefits) for the training period, which must be documented by the host institution at the time of application. For shorter periods than one year, the ECTRIMS funding will be prorated according to the length of the training programme (e.g. 27,500.00 EUR for a 6-month programme; 4,583.00 EUR for 1 month, etc.).

- ECTRIMS will also provide economy transportation from the successful candidate's home location to and from the location of the host institute. Travel expenses for family will not be provided. Transportation expenses will be reimbursed directly to the fellow, upon submission of receipts to ECTRIMS.
- ECTRIMS funding will be paid directly to the host institution, which will be considered the employer of the fellow. A stipend will be paid out by the host institution to the fellow according to the institution's own payment policies and schedules.
- ECTRIMS funding must be used by the institution to pay the fellow's stipend (or salary) at the institutionally appropriate rate for the fellow's stage of training. Should there be any remaining funds, the remainder of the funds can be used to support institutional social benefits (health care coverage, pension, other benefits) that may be required by the institution.
 - The expected fellow's total salary, as well as the expected fellow's total social benefits costs per year, must be indicated by the host institution.
 - If the total salary plus benefits exceeds the amount provided by the ECTRIMS funds, it is the responsibility of the institution/ mentor to supplement the ECTRIMS funds to cover the entire required costs.
 - If the annual or prorated ECTRIMS funding is not sufficient for the total required costs of the fellow (salary plus benefits), additional sources of funding that will be used to cover the total costs must be listed.
- It is expected that the clinical activities to be undertaken at the host institution will be supported by the host institution/mentor. No additional support for equipment, work materials, consumables, books, journal subscriptions, etc. should be paid for by the fellowship funds.
- Fellows will be expected to attend annual ECTRIMS congresses during the term of their fellowship and to make a presentation (at a young researcher's section or elsewhere) on their funded research. ECTRIMS will separately support travel and accommodations for congress participation.

Changes in the Fellowship Programme Agreement

- It is anticipated that the entire training period will be undertaken with the host institution and mentor as planned. However, in special circumstances, ECTRIMS will consider requests to transfer the fellowship to a new mentor or institution. Authorisation must be requested and provided prior to any such change. Unexpended funds at the original host institution must be returned to ECTRIMS in the event of an

approved institutional transfer and the balance will be reissued to a new approved host institution by ECTRIMS.

- An ECTRIMS fellowship is awarded to an individual and is not transferable to a different fellow at the host institution.
- ECTRIMS must be notified of early termination of a fellowship and unexpended funds at the host institution must be returned to ECTRIMS.
- ECTRIMS may revoke or terminate a fellowship early if the fellow is unable to carry out the training as planned, a mentor requests termination because of unsatisfactory performance by the fellow, or in the event of cause established by due process of law or regulations or as a consequence of an institutional review committee's determination of fraud or malfeasance.

Reporting

- At the Fellowship conclusion, fellows and their mentors are required to respond to a short survey and provide a financial report of expenditures, due within 30 days after the completion of the programme. They will also need to complete a narrative report within 6 months of concluding the programme. All reporting forms will be provided by ECTRIMS.

End of Fellowship reporting:

- Financial report from host institute must include accounting information from the mentor or host institution (form provided by ECTRIMS) of how funds provided for the fellow were allocated and whether additional funds were provided to the fellow by the host institution or other granting agency (source, amount, purpose)
 - Short “lived experience” survey taken by both mentor and fellow (online link to be issued towards the end of the programme)
 - Fellow to write a narrative report (form provided by ECTRIMS) including a summary of training, accepted up to 6 months after the fellowship, to be submitted to their mentor for comment before the mentor submits the report to the ECTRIMS.
- **Publications that emerge from the work undertaken during the fellowship period should acknowledge the ECTRIMS Fellowship Programme for its support.**

Post-Fellowship Follow-Up

- After the training period, it is expected that the fellow will return to their original home institution for employment, or will obtain employment in a different institution. Post-fellowship career plans should be detailed as part of the application process.
- ECTRIMS fellows are requested to maintain contact with the ECTRIMS Secretariat, so that post-training career paths and publications can be followed with the goal of informing overall programme evaluation.

II. APPLICATION PROCESS

ECTRIMS Allied Health Care Professional Training Fellowship will be awarded in a competitive review process conducted by members of the ECTRIMS Fellowship Committee. Applications will be evaluated based on the:

- candidate's qualifications, including education, previous employment history, current employment responsibilities, self-stated goals of training, and an evaluation of the candidate's career plans; as well as their commitment to collaboration and knowledge exchange or transfer;
- qualifications and characteristics of the proposed training mentor and host institution;
- nature of the proposed training plan and its plausibility;
- and the quality of letters of endorsement from the proposed mentor and from the home institution and from professional references.

Supporting Documentation

The applicant is responsible for collecting all supporting documents listed in Parts 1 and 2 below and submitting them through the online application system.

All documents must be submitted as PDFs.

Part 1: Documents provided by the applicant

1. A completed online application, available through the ECTRIMS website;
2. A abbreviated curriculum vitae (CV) and bibliography of the applicant **via the form "Biographical Sketch" provided by ECTRIMS, available for download in the online fellowship application system.**

3. Applicant's statement of intent, to include goals and career plans upon completion of the fellowship, as well as how the fellowship project will be applied in future work. **The "Statement of Intent" form provided in the online fellowship application system should be used.**
4. A completed training programme plan as developed together by the candidate and proposed mentor. **The "Training Plan" form provided in the online fellowship application system should be used.**
5. Confirmation of the applicant's ability to communicate in the local language used at the host institution (certifying exam results or personal declaration not to exceed 1 page).

Part 2: Further Supporting Materials

Applicants are responsible for forwarding the necessary forms to the proposed mentor and host institution for their use.

Please be sure to ask referees to clearly identify the name of the applicant on all pages of their letters.

1. From the proposed mentor:

- Letter of endorsement of the applicant, with special reference to any interactions they have had with the applicant and to the proposed training plan.
- Current abbreviated curriculum vitae and bibliography (no more than 5 pages) for the proposed mentor. **The "Biographical Sketch" form found in the online fellowship application system should be used to provide this information.** The applicant is responsible for forwarding this form to the proposed mentor for their use.

2. From the host institution:

- Letter of support from the Head of the Department at the proposed host institution accepting the applicant as a fellow, should a fellowship be awarded.
 - Note: If the proposed mentor is the Head of the Department at the proposed host institution, only 1 letter of endorsement/support is necessary.
- Institutional certification accepting the terms of the ECTRIMS fellowship regarding the funding payments and the funding amount. **The necessary form, "Acceptance of ECTRIMS Payment Rules", is available for download from the online application system.** The applicant is responsible for forwarding this form to the proposed host institute for completion and submission to ECTRIMS.

3. From other referees:

- Up to 2 additional letters of reference from professionals acquainted with the applicant, from their home institution or elsewhere, that address the fellow's qualities and likelihood for a future successful career focused on MS.

Note: Applicants should not arrange for more than 3 letters of recommendation (1 from the proposed mentor and up to 2 from additional referees). There is no benefit to applicants who provide supplementary letters of recommendation.

Final Reminder and Recap

All supporting documents are to be submitted by the applicant using the online application system by 1 December 2026.

Incomplete or late applications will not be considered.

Notification of ECTRIMS Award Deliberations

The ECTRIMS Fellowship Committee will review all proposals after the application period. Notification of the review outcomes will be made by the end of March 2027, to facilitate logistics involved in relocation by the following autumn.

For questions and further information, please contact the ECTRIMS Secretariat at: secretariat@ectrims.eu.