

| সচিবের দপ্তর<br>মাধ্যমিক ও উচ্চ শিক্ষা বিভাগ<br>বাংলাদেশ সরকার |                       |
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গণপ্রজাতন্ত্রী বাংলাদেশ সরকার  
পরিচালনা মন্ত্রণালয়  
আঞ্চলিক সংস্থাসমূহ অনুবিভাগ  
www.mofa.gov.bd

নম্বর: ১৯.০০.০০০০.৩০৫.৩২.০০০.২৫.২৪

তারিখ: ১৬ পৌষ ১৪৩২ ব.  
২৯ জানুয়ারি ২০২৬ খ্রি.

বিষয়: 'ASEM-DUO Wallonia-Brussels Mobility Scholarship Programme' শীর্ষক কর্মসূচি প্রসঙ্গে।

উপর্যুক্ত বিষয়ের পরিপ্রেক্ষিতে নির্দেশক্রমে জানানো যাচ্ছে যে, ASEM সচিবালয় 'ASEM-DUO Wallonia-Brussels Mobility Scholarship Programme' শীর্ষক কর্মসূচি সংশ্লিষ্ট ডকুমেন্ট কপি সংযুক্ত নবন বইসমূহকে প্রেরণ করতঃ তা উক্ত শিক্ষা প্রতিষ্ঠানসমূহ প্রেরণের জন্য অনুরোধ করে। উক্ত কর্মসূচি ২০২২-২০২৩ অর্থবছরে ১০ জন শিক্ষার্থীর জন্য প্রযোজ্য। এই কর্মসূচির আওতাধীন শিক্ষার্থীদের তালিকা ও প্রয়োজনীয় নথি সংগ্রহ করে প্রেরণ করা হবে। এই কর্মসূচির জন্য অবেদন গ্রহণের শেষ তারিখ ১৩ মার্চ ২০২৬ খ্রি। বেলজিয়ামের স্থানীয় সময় দুপুর ১২টায়।

০২। এমতাবস্থায়, উল্লিখিত Fellowship কর্মসূচি সংশ্লিষ্ট ডকুমেন্ট এতৎসঙ্গে প্রেরণ করতঃ প্রয়োজনীয় ব্যবস্থা গ্রহণ করার জন্য নির্দেশক্রমে অনুরোধ করা হলো।

সংযুক্তি: বর্ণনামতে।

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সচিব  
মাধ্যমিক ও উচ্চ শিক্ষা বিভাগ  
বাংলাদেশ সচিবালয়, ঢাকা-১০০০

মো: হাবিবুর রহমান খান  
সহকারী সচিব (আঞ্চলিক সংস্থাসমূহ)  
ফোন: ০১৭৩৪৫৫৭৮২৮  
ই-মেইল: asro1@mofa.gov.bd



## [ASEM-DUO] DUO-Belgium/Wallonia-Brussels 2026 Call for Applications

1 message

ASEM Education <secretariat@asem-education.org>  
To: ASEM Education <secretariat@asem-education.org>

Mon, Jan 26, 2026 at 2:18 PM

Dear colleagues in Asia,

Today we would like to forward the following ASEM-DUO call and kindly ask you to please send this to your higher education institutions at national level.

Best regards

Keuk-Je Sung, Education Secretariat

It is our great pleasure to notify that DUO-Belgium/Wallonia-Brussels 2026 is open for applications until March 13, 2026 at 12h local Belgian time.

DUO-Belgium/Wallonia-Brussels Programme is managed by the Academy for Research and Higher Education (ARES) with an aim to promote exchanges of professors/researchers between Belgium/Wallonia-Brussels and Asian ASEM member countries on a balanced and permanent basis.

Under the DUO-Belgium/Wallonia-Brussels Fellowship Professors/Researchers of Asian university can have financial supports for their exchanges with Belgium/Wallonia-Brussels. We hope this information will be broadly spread in your higher education institutions, so that more professors/researchers interested in exchanges with Belgium/Wallonia-Brussels institutions will have fellowship opportunities.

Please find the following attachments for further reference to DUO-Belgium/Wallonia-Brussels 2026 Programme:

- 1 DUO-Belgium/Wallonia-Brussels 2026 Call for Applications and Regulation
- 2 DUO-Belgium/Wallonia-Brussels 2026 Application Form

Also, you may find the relevant information regarding DUO-Belgium/Wallonia-Brussels Fellowship on ARES's website at <http://www.ares-ac.be/fr/asem-duo> or the ASEM-DUO Secretariat's website at [www.asemduo.org](http://www.asemduo.org).

If you have any comments or further questions regarding the programme, please contact at [asem-duo@ares-ac.be](mailto:asem-duo@ares-ac.be) or [international@ares-ac.be](mailto:international@ares-ac.be).

Sincerely,

Keuk-Je Sung, Ph.D.

Director General

ASEM-DUO Fellowship Programme

# ASEM-DUO WALLONIA-BRUSSELS



## 01. PURPOSE OF THE PROGRAMME

### 01.1 / THE ACADEMY FOR RESEARCH AND HIGHER EDUCATION AND INTERNATIONAL RELATIONS

The Academy for research and higher education (*Académie de recherche et d'enseignement supérieur – ARES*) is the federation of higher education institutions (HEIs) in the Wallonia-Brussels Federation (FWB), the French-speaking Community of Belgium. As a public interest body, it is responsible for supporting institutions in their teaching, research and community service missions. It brings together 5 universities, 19 universities colleges, 15 colleges of arts and 31 adult education colleges. It organises the degree and diploma programmes, the master's and doctoral programmes and the research.

**Academy's mission** – ARES ensures good coordination for the higher education sector in the Wallonia-Brussels Federation.

ARES is the designated administrative body in charge of the implementation of the ASEM-DUO Mobility Scholarship Programme in the Wallonia-Brussels Federation, in collaboration with the ASEM-DUO Secretariat based in Seoul. It is responsible for every aspect of the administrative management of the programme including : the publication of the call for applications, the receipt of applications, the selection of the applicants, the production of all the documents related to the scholarship, the payment of scholarships, the receipt of the mission reports.

- » **For further information** on the international relations strategy of ARES, its vision and missions, its objectives and the different tools it uses to achieve them, see: <http://www.ares-ac.be/fr/relations-internationales>.

### 01.2 / THE ASEM-DUO PROGRAMME

A specific cooperation process between Asia and Europe in the field of education – and more specifically higher education – has been set up in the context of the Asia-Europe Meeting. The ministerial meetings, which are held alternatively in Europe and Asia, are until now the sole instrument for cooperation at a higher political level between the two continents. This mode of functioning inscribes itself of the experience and best practices of the Bologna Process. During the Asia-Europe Meeting of Ministers of Education held in Kuala Lumpur in 2013, the Wallonia-Brussels Federation announced it would participate in the ASEM-DUO Mobility Scholarship Programme as of 2014.

Generally, the ASEM-DUO Mobility scholarship Programme (dating from 2001) aims at:

- » Promoting balanced mobility of higher education students and professors between the two regions,
- » Setting up regular exchange programmes between HEIs,
- » Reinforcing cooperation and dialogue across both regions.

ASEM-DUO is composed of sub-programmes through which the States offer paired exchanges for students and professors between partner institutions from the European and the Asia-Pacific.

DUO Wallonia-Brussels has been established at the request of the Flemish Federation of Higher Education Institutions "paired exchanges" between professors and researchers from Wallonia-Brussels HEIs and Asian ones. The list of partner countries is: Australia, Bangladesh, Bhutan, Cambodia, China, Hong Kong, India, Japan, Kazakhstan, South Korea, Laos, Malaysia, Mongolia, Myanmar, Nepal, New Zealand, Pakistan, Philippines, Russia, Singapore, Taiwan, Thailand and Vietnam.

» To learn more about ASEM-DUO, its vision, its mission and its objectives <http://www.asemduo.be>

## 2.2. ASEM-DUO WALLONIA-BRUSSELS MOBILITY SCHOLARSHIP PROGRAMME

### 2.2.1. WHO IS THIS SCHOLARSHIP FOR AND WHAT ARE THE ELIGIBILITY CRITERIA?

The ASEM-DUO WALLONIA-BRUSSELS MOBILITY SCHOLARSHIP

is an international mobility programme for students and professors from higher education institutions in the ASEM and the ASEM-DUO countries. The ASEM-DUO countries are:

Australia, Bangladesh, Bhutan, Cambodia, China, Hong Kong, India, Japan, Kazakhstan, Laos, Malaysia, Mongolia, Myanmar, Nepal, New Zealand, Pakistan, Philippines, Russia, Singapore, Taiwan, Thailand and Vietnam.

Candidates must be recruited by the respective institutions and the ASEM-DUO countries. The programme is open to all disciplines. The duration of the scholarship extends for a minimum of three years.

- » the Wallonia-Brussels and Asia-Pacific HEIs must be recognised/accredited by the competent authorities in the field of higher education ;
- » representatives of the Wallonia-Brussels and Asia-Pacific HEIs must sign a cooperation agreement or must have expressed the intention to sign one in the two following years ;
- » the call is open to all disciplines. The two members of the duo do not have to belong to the same disciplines ;
- » the citizenship of the candidate is not a criterion for eligibility ;

The following groups are **not entitled** for a scholarship :

- » students and PhD students ;
- » professors emeritus and honorary ;
- » teaching assistants.

Exemptions are possible for the colleges of arts. The selection committee will assess on a case-by-case basis.

The exchange must necessarily **take place between the two same institutions, but does not need to take place in the same time span, nor between two identical departments.**

A candidate may submit several applications, with different partners. In the event of multiple applications in the same year, a maximum of one application per candidate may be potentially selected, i.e. the one that obtains the highest score from the jury. A duo may apply no more than twice for the same project and may receive ASEM-DUO FWB funding no more than once for the same project.

If a candidate has already received other funding via the FWB ASEM-DUO programme, he/she must address it in the application form (type of funding, purpose, partner, year). Candidates should also clearly explain how an ASEM-DUO scholarship complements this funding.

If a candidate has already received funding for this project from APES or any other organisation, they must also mention it in the application form (type of funding, purpose, partner, year). They should also clearly explain how an ASEM-DUO scholarship complements this funding.

## **02.2 / WHAT ARE THE FINANCIAL TERMS OF THIS SCHOLARSHIP?**

### **02.2.1 / AMOUNT OF THE SCHOLARSHIP**

The amount of the scholarship awarded per "paired mobility" project is a lump sum of **€7,000**, to be shared between the two beneficiaries according to a distribution key set by them in the application form (for example €3,500 per person).

### **02.2.2 / CONDITIONS OF USE OF THE SCHOLARSHIP**

- » The scholarship is intended to cover **international travel expenses** and **per diem** capped at the amount of the individual scholarship;
- » The exchange is done by pairs: the beneficiary from the Wallonia-Brussels HEI is hosted by the Asian institution and vice versa;
- » Mobilities shall start no earlier than **August 1<sup>st</sup>, 2026** and shall end no later than **August 31<sup>st</sup>, 2027**;
- » The total duration of each person's stay is fixed at a **minimum of 18 days and a maximum of 60 days** (including travel days). This period may be divided into two stays ;
- » No later than 2 months after their final return date, the beneficiaries undertake to send back a **report of their stay** in PDF format using a form that will be sent to them at the same time as the agreement. This report will describe the results of the project in the partner country, according to the following structure:
  - » A summary of the project (10 lines),

The ARES will proceed with the purchase of international transport tickets (flight or train tickets in economy class) according to the dates communicated in the flight preference form, sending several options to each beneficiary beforehand ;

In the exceptional event that one or the other beneficiary wishes to purchase his/her own transport tickets (flight or train tickets) he/she shall inform ARES via the flight preference form and provide a copy of the transport tickets that he/she had. The beneficiary who makes use of this possibility accepts that his personal purchase will not be reimbursed by ARES and that the scholarship awarded will therefore correspond exclusively to the amount of the daily allowance per day.

## 11.21. TERMS OF PAYMENT

- » **ARES will proceed with the purchase of international transport tickets** (flight or train tickets in economy class) according to the dates communicated in the flight preference form, sending several options to each beneficiary beforehand ;
- » In the exceptional event that one or the other beneficiary wishes to purchase his/her own transport tickets (flight or train tickets) he/she shall inform ARES via the flight preference form and provide a copy of the transport tickets that he/she had. The beneficiary who makes use of this possibility accepts that his personal purchase will not be reimbursed by ARES and that the scholarship awarded will therefore correspond exclusively to the amount of the daily allowance per day.

After the cost of the international transport tickets has been deducted from the total due scholarship ARES undertakes to pay the amount of the scholarship according to the amount of the scholarship in two instalments to each beneficiary into the bank account indicated in the agreement. Before the disbursement of the first instalment ARES will send a pre-agreement containing the beneficiary's bank details and the amount of the first instalment to the beneficiary. The beneficiary must check, sign and return the document to ARES before the departure of the beneficiary. The beneficiary must also provide the statement of bank account of the beneficiary to the second instalment. The amount of the second instalment will be the total amount of the scholarship minus the amount of the first instalment.

| Countries of destination | Daily allowance |
|--------------------------|-----------------|
| Australia                | 98 €            |
| Bangladesh               | 93 €            |
| Belgium                  | 100 €           |
| Brunei                   | 50 €            |
| Cambodia                 | 82 €            |
| China                    | 80 €            |
| South Korea              | 86 €            |
| India                    | 68 €            |
| Indonesia                | 95 €            |
| Japan                    | 105 €           |
| Kazakhstan               | 77 €            |

<sup>1</sup> The daily allowances are determined by the ministerial order of 10 January 2023 (category 1): [https://www.ejustice.just.fgov.be/mopdf/2023/02/15\\_1.pdf#Page44](https://www.ejustice.just.fgov.be/mopdf/2023/02/15_1.pdf#Page44)

|             |       |
|-------------|-------|
| Laos        | 82 €  |
| Malaysia    | 64 €  |
| Mongolia    | 67 €  |
| Myanmar     | 72 €  |
| New Zealand | 88 €  |
| Pakistan    | 48 €  |
| Philippines | 99 €  |
| Russia      | 89 €  |
| Singapore   | 120 € |
| Thailand    | 78 €  |
| Taiwan      | 82 €  |
| Vietnam     | 81 €  |

The per diem is decided on the payments calculated as follows:

1st instalment (paid on receipt of the report of the stay): 80% of the amount of the individual scholarship minus the cost of the flight and of the ticket;

2nd instalment (paid on receipt of the report of the stay): 20% of the amount of the individual scholarship

- » **No proof is required** from the beneficiaries for the payment of the per diem.

## 02.3 / HOW TO SUBMIT AN APPLICATION?

### 02.3.1 / DOCUMENTS TO ENCLOSE

- » **The 2026-2027 application form** duly completed by both candidates (available on the ARES website and on the ASEM-DUO website). The form must be typewritten and in PDF format. Authenticated electronic signatures of PDF documents are allowed ;
- » **A copy of the academic cooperation agreement** (Memorandum of Understanding) between the FWB institution and the Asia-Pacific institution or, in the absence of MoU, a declaration of intent, i.e. a letter co-signed (or two separate letters signed) by the authorities of the two institutions, or their representatives, mentioning the intention of both parties to sign an inter-institutional agreement within the next two years

A CV of no more than 5 pages for each applicant, emphasizing work experience relevant to the ASEM-DUO programme.

### 02.3.2 / SUBMITTING THE APPLICATION

- » **The application must be submitted as one single document in PDF format to ARES by the FWB institution applying, via the contact person indicated in the application form (e.g. the international relations officer) at the following e-mail address: [asem-duo@ares-ac.be](mailto:asem-duo@ares-ac.be) ;**

**ASEM-DUO WALLONIA-BRUSSELS MOBILITY SCHOLARSHIP PROGRAMME**

**2026-2027 CALL AND REGULATION**

ARES – ACADEMY OF RESEARCH AND HIGHER EDUCATION



The application form and the application letter must be sent by mail to the following address:

ARES - ACADEMY OF RESEARCH AND HIGHER EDUCATION  
10 Avenue de la Recherche  
1050 Brussels  
Belgium

Applications must be submitted between January 15<sup>th</sup> 2026 and March 15<sup>th</sup> 2026 at 12:00. Applications will be accepted before or after these dates.

- » An acknowledgement of receipt is sent to the applicants within 3 days after the reception of the application. Without any response after that time, please contact [international@ares-ac.be](mailto:international@ares-ac.be).

## 02.4 / SELECTION

### 02.4.1 / SELECTION CRITERIA

ARES selects beneficiaries of the ASEM-DUO Wallonia-Brussels Mobility Scholarship programme based on the following criteria:

- » the impact of the exchange and of the project on the development or strengthening of ties between the higher education institution in the F.R.B. and the institution in the Asia-Pacific region. Since the ASEM-DUO programme aims to establish and enhance co-operation between institutions in the F.R.B. and the Asia-Pacific region, applications demonstrating a high potential for co-operation between partner institutions will be given preference;  
the level of internationalisation of the project, i.e. opportunities leading to exchanges, meetings, co-operation, etc.;  
the international members of the application committee, i.e. opportunities leading to exchanges, meetings, co-operation, etc.;  
the international members of the application committee, i.e. opportunities leading to exchanges, meetings, co-operation, etc.
- » the excellence and relevance of the candidate's **scientific, academic or artistic background** (e.g. publications, publications with the partner institution, research or artistic project, exhibitions, work experience, competitions, academic background, etc.);
- » the **complementarity of the projects** submitted between the members of the duo (if the projects are different). The fact that the application involves two different projects is not restrictive; however, the complementarity of the projects is considered an added value for the evaluation of the applications. This criterion will not be considered if both partners are working together on the same project that is the subject of the application;
- » The **explanation for the duration** of the trip of each applicant.

## 02.4.2 / JURY AND SELECTION PROCEDURE

The administrative eligibility of applications is examined by the International Relations Department (DRI) of ARES. Admissible applications are presented to a jury responsible for analysing and evaluating them with a view to selecting the beneficiaries. This jury is composed of 5 university representatives, i.e. one from each university of the FWB, 2 representatives of university colleges and 1 representative of art colleges.

Admissible applications are evaluated by the selection panel on the basis of a score from 0 to 5 per criterion (0 being the least satisfactory and 5 the most satisfactory). On the basis of the scores obtained and the available budget, the jury proceeds to the ranking and selection of the applicants.

The members of the jury do not decide on applications submitted by candidates from the home institution.

The jury's decision is subject to approval by the ARES Board of Directors. The Board of Directors may, at its discretion, decide to refer the decision of the jury to the Board of Directors of the University of Brussels for approval. The Board of Directors of the University of Brussels may, at its discretion, decide to refer the decision of the jury to the Council of State in accordance with the forms and procedures prescribed by the procedure.

Finally, the candidates will be informed of the results of the selection and will be invited to sign a tripartite agreement binding themselves and ARES.

## 02.5 / PROVISIONAL CALENDAR

| Date                            | Action  | Responsibility               |
|---------------------------------|---|------------------------------|
| January 19 <sup>th</sup> , 2026 | Publication of the opening of submissions                 | ARES                         |
| March 13 <sup>th</sup> , 2026   | Deadline for submissions                                  | ARES                         |
| July 1 <sup>st</sup> , 2026     | Results of the selection procedure sent to the applicants | ARES                         |
| August 30 <sup>th</sup> , 2026  | Signing of the agreements                                 | ARES and scholarship holders |
| 2026-2027                       | Mobilities and payment of per diem instalments            | ARES and scholarship holders |
| October 30 <sup>th</sup> , 2027 | Deadline for submission of mission reports                | ARES                         |

## 02.6 / VISA

Any visa application must be introduced by the recipient to the local Belgian diplomatic post. As per his request, he/she will receive a certificate from ARES attesting the granting of a scholarship in order to facilitate any administrative procedure.

Beneficiaries are invited to consult the information provided. These information are subject to the visa requirements of the country of destination and the visa application process. Beneficiaries must also be aware that a visa is required for the duration of the project.

## 02.7 REFERENCE TO ARES

The contribution of the ASEM-DOUO to the Brussels programme is a condition of the demonstration of the ARES contribution. The beneficiaries therefore undertake to:

- » Highlight ARES as financial partner of the project for any publication or communication (report, article, monograph, communication at a conference, film, website, press release, etc.) which would be done in the frame or as a result of the project and namely using ARES' appropriate logo;
- » Highlight ARES as financial partner of the project during any event taking place as part of or following the project, for example during seminars, workshops, symposiums, inauguration of facilities, etc.

Respond to any requests from ARES when it is about presentation of the project to the media in the form of an article published on ARES' website or in the form of a presentation during a session organized by ARES.

## 02.8 PRIVACY

As part of the ASEM-DOUO program, ARES processes the personal data of applicants and selects the beneficiaries in accordance with the objectives of the program. The data processed is the following: name, address, date of birth, nationality, etc.

These data are processed in accordance with Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data (GDPR). The processing of personal data is necessary to achieve the program's objectives, including the selection of the beneficiaries and the administrative management of the exchange, processing purposes. No processing is carried out unless it is absolutely essential for achieving these purposes, without prejudice to further processing for scientific or statistical purposes, provided that prior anonymization is applied.

Within the framework of ARES's processing activities, the personal data of the data subject may be disclosed to the following categories of individuals, strictly limited to the data necessary: personnel from the host institution and ARES, members of the selection jury, and the service provider organizing travel on behalf of ARES. All recipients take appropriate measures to ensure that personal data are treated confidentially and exclusively for the specified purposes. This access is restricted to individuals authorized to process such data under the sole responsibility of the relevant parties, who may only access data related to the specific subjects of their processing.

<sup>2</sup> <https://dofi.ibz.be/fr/themes/entry/border-control/visa/visa-type-c/liste-des-pays-tiers-dont-les-ressortissants-sont>

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All data are retained only for the time required to complete the necessary processing, in alignment with the intended purposes. In any case, ARES ensures that personal data that are no longer strictly necessary are destroyed, following potential archiving with prior anonymization.

The data subject has the following rights:

1. The right to information,
2. The right of access to data,
3. The right to rectification,
4. The right to restriction of processing,
5. The right to erasure of data (only if the data are no longer necessary for ARES to ensure proper processing)

ARES is the data controller and exercises the exercise of these rights. For any questions, the data subject can contact the data controller and ARES Protection Officer at [protection@ares.academy.brussels](mailto:protection@ares.academy.brussels).

When transmitting application files to the ASEM-DUO jury members, ARES undertakes to share the data subjects' personal data via a regular, secure, and encrypted electronic transfer method.

More information on data processing is available on ARES's privacy page.

## **02.9 / BREACH OF OBLIGATIONS**

In the event of non-compliance by the beneficiaries of the ASEM-DUO scholarship with the obligations laid down in these rules and in the agreement, ARES reserves the right to demand the total or partial reimbursement of the amounts already paid.

For example, if one of the partners of the duo is unable to complete his or her stay for reasons that do not fall within the scope of force majeure (see below) and therefore does not respect the condition of reciprocity of the mobilities, he or she will have to reimburse the totality of the expenses incurred by ARES for him or her **and** his or her partner within the framework of the ASEM-DUO programme (cost of transport tickets and per diem already paid).

Thus, if partner A has completed his/her mobility in January of the year in question, and partner B does not complete his/her mobility before 31<sup>st</sup> of August of the same year, he/she will be required to reimburse all the costs already paid by ARES for partner A.

ARES also reserves the right to claim damages from the beneficiaries in the event of prejudice, in particular linked to the total or partial non-fulfilment of the obligations set out in this Regulation and in the agreement or in the event of damage to the image of ARES.

## 02.10 / FORCE MAJEURE

The Parties agreed to make every effort to ensure the fulfilment of the obligations contained in the agreement in the event of a case of force majeure. The Parties agreed to make every effort to ensure the fulfilment of the obligations contained in the agreement in the event of a case of force majeure.

The Parties agreed to make every effort to ensure the fulfilment of the obligations contained in the agreement in the event of a case of force majeure.

ARES reserves the right to verify and control the reality of the facts with the party that considers itself to be affected by the case of force majeure. If the ARES legal department confirms the case of force majeure, the party claiming force majeure is temporarily released from its obligations. In agreement with the other two parties, the party affected by the case of force majeure will, in the end, make every effort to find or propose alternatives so that the obligations contained in these rules and in the agreement can be fulfilled.

## 02.11 / COMPETENT COURTS

Any dispute regarding the execution of this agreement shall be referred to the courts of the district of Brussels.

## 03. CONTACTS AND FAQ

For any questions, please refer to our Frequent Asked Questions (FAQ) section or to the following contact information: ARES - ACADEMY OF RESEARCH AND HIGHER EDUCATION.

For any information related to this announcement, please contact:

Académie de recherche et d'enseignement supérieur - ARES

Direction des relations internationales

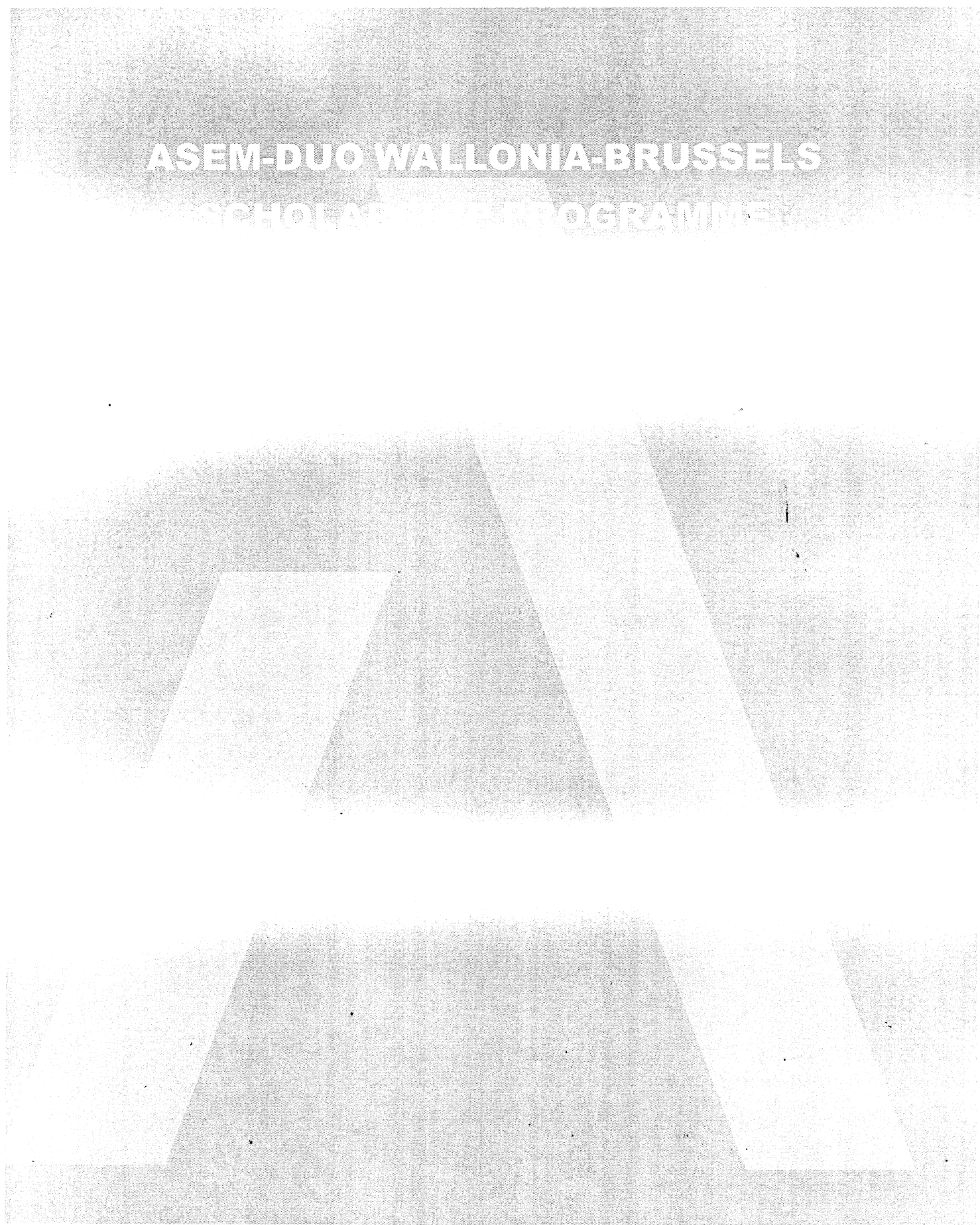
Rue Royale 180 - 1000 Brussels

T: +32 2 225 45 71

E: [arem-duo@ares-ac.be](mailto:arem-duo@ares-ac.be) or [international@ares-ac.be](mailto:international@ares-ac.be)

# ASEM-DUO WALLONIA-BRUSSELS

## SCHOLARSHIP PROGRAMME





## REQUIREMENTS AND REMARKS TO BE REMEMBERED

The application form must be filled in and submitted in French (ARES).

The application form and documents must be sealed in a confidential ARES file (name and postal address). Data from the form must be used for DUO and the Brussels Assefa purposes only in an aggregated and non-identifiable manner.

- » The application form must be typewritten and sent as a PDF document together with the other documents composing the application file.
- » Applications must be submitted **between January 19<sup>th</sup> 2026 and March 13<sup>th</sup> 2026**.
- » ARES will not consider:
  - » applications sent without a band date from the higher education institution belonging to the Wallonia-Brussels Federation
  - » incomplete application files
  - » applications received before January 19<sup>th</sup> 2026 or after March 13<sup>th</sup> 2026

As a reminder, the application file must be formally submitted by the contact person identified in the higher education institution belonging to the Wallonia-Brussels Federation as the single PDF document sent to the following address: [ares@duo.be](mailto:ares@duo.be).

The application must contain:

- » the completed 2026-2027 application form for the ASEM-DUO (Wallonia-Brussels Federation) Scholarship Programme
- » a copy of the academic cooperation agreement between paired institutions of the federation of interest to sign one of the two following years, signed by the authorities of both the Wallonia-Brussels and Asia-Pacific HEIs or their representatives
- » the **resume (CV) of max 5 pages** of each applicant with a focus on the job experience relevant to the ASEM-DUO programme.
- » Candidates' compliance with instructions related to the application procedure will be considered when ARES assesses the admissibility of the application. **Any application that does not comply with the guidelines set out in the call for applications and in this form will be considered inadmissible.**

## 02. INFORMATION ABOUT CANDIDATES AND THEIR PROJECT(S)

### 02.1 / CANDIDATE FROM WALLONIA-BRUSSELS

| General information  |   |
|--|---|
| First name   |   |
| Family name  |   |
| Date of birth (dd/mm/yyyy)                                 |   |
| Gender   | <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Other <input type="checkbox"/> Prefer not to say |
| Academic title   |   |
| Name of the university                                     |   |
| Address of the university                                  |   |
| Faculty  |   |
| Department, faculty  |   |
| Professional address (street, n°, ZIP code, city, country) |   |
| Mobile phone   |   |
| Professional e-mail  |   |

| Description of the project  |   |
|---|---|
| Title of the project  |   |
| Discipline  |   |
| Description of the project (max. 350 words)   | <i>The description of the project <b>must be popularized</b> in order to allow the members of the jury to easily understand the purpose of the project and evaluate its quality and its original character.</i>   |
| Description of the internationalisation of the project (objectives, expected outcomes) (max. 500 words) | <p><i>This question concerns <b>the project itself and the people directly involved</b>. The description of the internationalisation of the project must describe the opportunities for developing collaborations <b>that go beyond the project itself</b>.</i></p> <p><i>Applicants are invited to describe in concrete terms:</i></p> <ul style="list-style-type: none"> <li>▪ <i>the international dimension of the exchange project (objectives, expected outcomes, shared learning or practices);</i></li> <li>▪ <i>future opportunities for collaboration that this project could give rise to (e.g. new exchanges of students, researchers, joint projects, seminars or joint publications);</i></li> <li>▪ <i>the beneficiaries of the project (students, teachers, departments, faculties, etc.) and the concrete impacts for them;</i></li> </ul> |



|  |   |
|--|---|
| <p>Proposed duration of the exchange (minimum 18 days, maximum 60 days) and explanation of the duration (max. 150 words)</p> | <p>The applicant must explain the rationale for the duration (how the links between the institution and the duration of the project).</p> <p>The applicant must explain the duration of the project. Individual and cooperative levels must be considered.</p> <p>The applicant must explain the duration of the project. Individual and cooperative levels must be considered.</p> <p>The applicant must explain the duration of the project. Individual and cooperative levels must be considered.</p>  |
| <p>Proposed date of departure between 01/08/2026 and 31/08/2027</p>  | <p>The length of the respective stays should be considered in the light of the amount of the individual scholarships, which are divided into two instalments:</p> <ul style="list-style-type: none"> <li>• 80% of the individual scholarship paid a few days before the visit, after deduction of the cost of the flight tickets.</li> <li>• 20% of the individual scholarship paid on submission of the report after the stay.</li> </ul> <p>The total amount of the scholarship cannot exceed the number of days of the individual mission multiplied by the daily allowance.</p> |
| <p>Have you already received funding from APES or any other organisation for this project?</p>                               | <p>Yes/No</p> <p>If yes, please specify the amount and the source of the funding.</p>   |
| <p>Have you already received the ASEM-DUO scholarship programme?</p>   | <p>Yes/No</p> <p>If yes, please specify the amount and the source of the funding.</p>   |

| Internationalisation of project   |   |
|---|---|
| <p>How does the internationalisation of the project fit in with your institution's internationalisation strategy/goals? (250 words)</p> | <p>This question concerns how the project fits in with the institution's international strategy (<b>institutional and strategic levels</b>).</p> <p>Demonstrate the link between your project and your institution's international strategy: how does the project fit in with institutional priorities or objectives (e.g. focus countries or regions, types of partnerships, training or research objectives, etc.).</p> <p>Applicants must demonstrate that they are familiar with the institution's strategy and that their project fits into this overall approach, even if it is small in scale.</p> |

## 02.2 / CANDIDATE FROM THE ASIA-PACIFIC COUNTRY

| Personal information                                       |   |
|--|---|
| First name   |   |
| Family name  |   |
| Date of birth (dd/mm/yyyy)                                 |   |
| Gender   | <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Other <input type="checkbox"/> Prefer not to say |
| Academic title   |   |
| Name of your higher education institution                  |   |
| Field of study   |   |
| Department/faculty   |   |
| Professional address (street, n° Z.P. code, city, country) |   |
| Mobile phone   |   |
| Professional e-mail  |   |

| Description of the project  |  |
|---|--|
| Title of the project  |  |
| Discipline  |  |
| Description of the project (max. 350 words)   | <i>The description of the project <b>must be popularized</b> in order to allow the members of the jury to easily understand the purpose of the project and evaluate its quality and its original character.</i>  |
|   | <i>This question concerns <b>the project itself and the people directly involved</b>. The description of the internationalisation of the project must describe the opportunities for developing collaborations <b>that go beyond the project itself</b>.</i>   |
| Description of the internationalisation of the project (objectives, expected outcomes) (max. 500 words) | <p><i>Applicants are invited to describe in concrete terms:</i></p> <ul style="list-style-type: none"> <li>▪ the international dimension of the exchange project, objectives, expected outcomes, shared learning or practices;</li> <li>▪ future opportunities for collaboration that this project could give rise to (e.g. new exchanges of students, researchers, joint projects, seminars or joint publications);</li> <li>▪ the beneficiaries of the project (students, teachers, departments, faculties, etc.) and the concrete impacts for them;</li> <li>▪ the envisaged sustainability of the collaboration (how the links can be maintained beyond the duration of the project).</li> </ul> <p><i>This question relates to the individual and the specific project (<b>individual</b></i></p> |

|  |  |
|--|--|
| internationalisation project on the (further) development of the links between your institution and the partner institution (max. 200 words) | <p>between partner institutions will be given priority.</p> <p>This question aims to measure the lasting impact of the project on the relationship between the two partner institutions (<b>interinstitutional and partnership level</b>).</p> <p>Applicants must specify:</p> <ul style="list-style-type: none"> <li>how the project will strengthen or deepen cooperation between the two institutions (e.g. formalisation of a partnership, extension to other departments, creation of a framework agreement or a new programme);</li> <li>what medium- or long-term prospects may result for the two institutions.</li> </ul> |
| Description of how the projects submitted complement each other if the projects are different  | <p>The projects of the partners in the duo may be different. Nevertheless, the complementary nature of the projects must be precisely described and will be considered in the assessment of the application of the duo.</p>  |

### 03. CONTACT PERSON IN THE HIGHER EDUCATION INSTITUTIONS

In each higher education institution, a contact person must be clearly identified. The contact person should ideally be the institution's representative for international relations. **The contact person in the Wallonia-Brussels higher education institution is responsible for sending a complete application, including the documents for both applicants.**

#### 03.1 / CONTACT PERSON IN THE WALLONIA-BRUSSELS HIGHER EDUCATION INSTITUTION

| Contact information  |  |
|--|--|
| Title  |  |
| First name   |  |
| Family name  |  |
| Status Position  |  |
| Address of the institution (street, n°, ZIP code, city, country) |  |
| Phone  |  |
| E-mail   |  |

## 03.2 CONTACT PERSON IN THE ASIA-PACIFIC HIGHER EDUCATION INSTITUTION

|   |  |
|---|--|
| Name  |  |
| Address   |  |
| Phone   |  |
| E-mail  |  |
| Status Position   |  |
| Address of the institution<br>(street, n°, ZIP code, city, country) |  |
| Phone   |  |
| E-mail  |  |

I hereby certify that the information provided in this application is true and complete and confirms that the applicant has read the data protection and legal provisions of the ASEM DUO and the EU data protection programme and is aware of the terms and conditions specified in the application and that the applicant has provided the necessary information and data for the processing of the application and that the applicant has provided the necessary information and data for the processing of the application.

I hereby certify that the project is not based on research or data collection and is not intended for the promotion or spreading of human rights. In the event that the project is based on research or data collection, the applicant is aware of the ethical principles, particularly with regard to the handling of sensitive data, and that these sensitive subjects are used for the purpose of research and are not used for the purpose of research. I received the approval from the relevant authorities.

| Name and Signature of the Asia-Pacific candidate                                       |  |
|--|--|
| Name   |  |
| Date   |  |
| Signature  |  |
| Name and Signature of the authorities of the Asia-Pacific higher education institution |  |
| Name   |  |
| Date   |  |
| Signature  |  |

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|  |  |
|--|--|
|  |  |
| <b>Name and Signature of the Wallonia-Brussels candidate</b> |  |
| Name   |  |
| Date   |  |
| Signature  |  |

|   |  |
|---|--|
| <b>Name and Signature of the Wallonia-Brussels higher education institution</b> |  |
| Name  |  |
| Date  |  |
| Signature   |  |

#### 05. CONSENT TO DATA TREATMENT

☐ I expressly consent to ARES processing my personal data in connection with this application and in connection with the ASEM-DUO programme.

If you have any questions, you can contact the data controller and the Data protection Officer at the following e-mail address [vieprivee@ares-ac.be](mailto:vieprivee@ares-ac.be) and consult the [ARES privacy page](#).

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