**TOR for the Postdoctoral Fellow/Visiting Scholar**

**Background**

The Postgraduate Institute of Science (PGIS) has established a program to facilitate a limited number of distinguished Postdoctoral fellows/Visiting Scholars (PGIS-funded/Externally funded) from other academic institutions (local and foreign) to conduct research for a limited period at the PGIS.

**Objectives**

The main objective of this program is the profound integration of the Postdoctoral Fellow/Visiting Scholar into the activities of the PGIS and the academic and research capacity development of both parties with mutual agreement.

**Specific Objectives**

1. Be an independent scholar whilst developing his or her scientific competencies and professional skills
2. Uplift the research culture at the PGIS
3. Develop research collaborations

**General Guidelines**

The appointment engages a Postdoctoral Fellow/Visiting Scholar in research and scholarship on a full-time basis as outlined in the appointment letter.

Specific Guidelines

The Postdoctoral Fellow/Visiting Scholar shall,

* comply with all policies of the PGIS and external requirements related to the performance of work at the university.
* work independently in collaboration with a supervisor/mentor who is an academic member associated with the PGIS.
* request an extension of the PGIS-funded postdoctoral positions through the recommendation of the supervisor/mentor to the RGC of the PGIS. The extension of such cases will be a maximum of two years.
* submit a one-page monthly progress report through the supervisor/mentor to the Director, PGIS for PGIS funded positions (Format according to the PGIS).
* present his/her progress of the research in every six (06) months to the panel appointed by the RGC of the PGIS for PGIS funded positions.
* submit a final report based on the research carried out during the tenure at the PGIS through the supervisor/mentor to the Director PGIS (Format- according to the PGIS).
* not allowed to engage in any other full-time work or research during the period of the said appointment.
* inform the Director, PGIS if there is a conflict with the supervisor/mentor with acceptable reasons and evidence. In such cases the Director/PGIS will appoint another supervisor/mentor recommended by the RGC of the PGIS.
* not undertake any paid employment outside the PGIS without the prior approval of the Director/PGIS for the PGIS funded Postdoctoral Fellows/Visiting Scholars.
* participate actively in the activities of the PGIS based on the recommendation of the Director/PGIS.
* be permitted to teach up to one course per semester based on the recommendation of the supervisor/mentor in the postgraduate programmes conducted by the PGIS for additional payments at the PGIS rates.
* be permitted to take leave according to the conditions given in the letter of appointment.
* inform the Director/PGIS concerning the early termination, one month prior to the termination by forwarding a letter with a reasonable cause.
* be discontinued in the event of unsatisfactory progress for the PGIS funded positions.
* sign a contract if the position is funded by the PGIS.