Professor Dr Max Cloëtta Foundation

Clinical Medicine Plus Scholarship

Information Sheet

The Clinical Medicine Plus Guidelines ("2026_CLOETTA_ClinMedPlus_Guidelines_EN") of the Professor Dr Max Cloëtta Foundation ("the Foundation") constitute the binding framework for the submission and evaluation of applications. Applicants are kindly requested to carefully observe the following information.

1. Formal Requirements

1.1 Submission Procedure

- Applications must be submitted by email to info@cloetta-foundation.ch.
- Applications must be submitted in English.
- Electronic signatures are not accepted.
- Applicants are required to use the Foundation's official online application form, which is available via the Foundation's website. The completed and signed form must be submitted together with the other required documents by email.
- Only complete applications submitted within the deadline will be considered.

1.2 Deadline

- The deadline for submission is stated in the call for applications.
- The decisive date is the date of receipt of the email by the Foundation.
- For the 2026 call, the application period runs from 1 February 2026 to 31 May 2026, as published on the Foundation's website.
- Late submissions will not be considered.

1.3 General Rules

- Applications relating to training stays that have already started or have been completed at the time of submission will not be considered.
- Funding cannot be awarded retrospectively.
- Multi-year programmes are excluded.
- The earliest and latest possible start dates of the training stay are defined in the Clinical Medicine Plus Guidelines.

2. Required Application Documents

All documents must be submitted as PDF files and clearly labelled as indicated below (e.g. Surname_DocumentName.pdf).

2.1 Cover Letter

(Surname_CoverLetter.pdf)

Brief motivation for the application and a concise summary of the planned training stay.

2.2 Application Form

(Surname_ApplicationForm.pdf)

- The application form must be completed online using the Foundation's official application form, which is linked on the Foundation's website.
- The completed form must be downloaded and finalised for submission.
- Responses must be concise; the completed form must not exceed two pages.
- The form must be printed and signed in original by the applicant and the mentor at the home institution.
- Electronic signatures are not accepted.

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- The signed form must be scanned and submitted as a PDF.

2.3 Curriculum Vitae and Publication List

(Surname_CV_Publications.pdf)

The CV should include:

- education and professional training,
- current position,
- third-party funding obtained,
- awards and distinctions,
- publication list.

2.4 Description of the Special Training and Budget

(Surname_Training_Budget.pdf)

- Description of the planned special training (maximum two pages).
- Clear focus on training aspects and learning objectives.
- The budget must be presented on a separate page (3rd page).

2.5 Letters of Support

(Surname_Letters.pdf)

The following written confirmations are mandatory and must be submitted as signed PDF documents:

2.5.1) Letter of support from the home institution

A written confirmation from the mentor at the Swiss home institution (Director of the University, Clinic, or Institute), confirming support for the application and for the planned training stay.

2.5.2) Letter of support from the host institution

A written confirmation from the host institution confirming acceptance of the applicant for the planned training stay and the institutional support provided during the stay.

- Both letters must be dated, signed and submitted together in a single PDF file.
- Additional letters from cooperating institutions may be included if relevant.

3. Compliance and Declarations

- Applicants commit to providing truthful and complete information throughout the entire application process.
- Applicants must adhere to the application requirements as communicated:
  - on the Foundation's website,
  - in the Clinical Medicine Plus Guidelines, and
  - in this Information Sheet.
- The Foundation, the applicants, and the involved home and host institutions comply with the revised Swiss Data Protection Act (nDSG).
- Incomplete applications or applications missing mandatory documents or letters of support will not be considered.

For further enquiries, please contact: info@cloetta-foundation.ch

Professor Dr Max Cloëtta Foundation *Zurich, January 2026*