

Regulations for Postdoctoral Fellows

As approved by the Technion Senate at its meetings on January 27, 2002 and July 21, 2024.

A postdoctoral fellow is a person professionally carrying out research in the first few years after being awarded a PhD degree¹ (hereinafter: "postdoctoral fellow"). Postdoctoral fellowship work will be conducted closely with a faculty mentor (hereinafter: "postdoctoral advisor").

1) Approval of Postdoctoral Fellowship and Commitment

A recommendation for a postdoctoral fellowship is referred for the approval of the Executive Vice President for Academic Affairs (EVPAA), by the head of the academic unit/head of the Senate research institute, along with the consent of a faculty member to serve as a postdoctoral advisor. A letter of appointment is issued by the EVPAA, laying down the obligations of the parties – the Technion and the postdoctoral fellow, pursuant to the conditions set out in these regulations.

2) Timing of Postdoctoral Fellowship

The postdoctoral fellowship should commence no later than 5 years after the PhD degree has been awarded.

3) Time Investment in Fellowship

A postdoctoral fellow will devote at least 5 days a week to research at the Technion. A smaller time investment in studies will be approved only in exceptional cases. The EVPAA may approve long-distance studies (a stay abroad) for a limited period, provided the postdoctoral fellow has the means required to make progress in research.

4) Fellowship Duration

The status of postdoctoral fellow may be granted for a period of up to a year. An initial appointment is generally issued for at least 6 months².

The postdoctoral fellowship may be extended for additional periods of up to one year, provided that the overall period does not exceed 5 years. The process for extending fellowship duration is in accordance with the process described in Section 1 above.

5) Scholarships

- A. Approval of a postdoctoral fellowship or the grant of a postdoctoral scholarship does not in any way create an employee-employer relationship between the Technion and the postdoctoral fellow. In particular, the grant of a postdoctoral scholarship should not be conditioned on any employment besides the research conducted by the postdoctoral fellow.
- B. Minimum and maximum amounts for the postdoctoral scholarship are determined by the management.
- C. The grant of a postdoctoral scholarship is subject to budget approval.
- D. A postdoctoral scholarship will not be granted to a person who has held an appointment as a faculty member at the Technion.
- E. A postdoctoral scholarship will be paid out in monthly shekel installments.
- F. The scholarship will be discontinued upon termination of the postdoctoral fellow's studies.

¹ The EVPAA may approve a postdoctoral fellowship for a person who has not yet been awarded the degree, provided that the person has submitted the doctoral dissertation for evaluation, completed all the other obligations towards the degree, and furnished a certification thereof from the university authorities. A certificate of eligibility for the degree must be presented no later than 5 months after commencement of the postdoctoral fellowship.

² If this concerns a PhD graduate of the Technion, an appointment for a shorter period may be issued.

6) **Additional Employment**

A postdoctoral fellow will devote all his/her time to research and will not engage during the postdoctoral period in any additional work whether for pay or not, save in exceptional cases where this is approved by the EVPAA after receiving the recommendation of the postdoctoral advisor and the relevant head of academic unit/head of Senate research institute. In such cases, additional postdoctoral work will be limited to one day a week. The foregoing does not apply to teaching work.

7) **Teaching**

A postdoctoral fellow who teaches at the Technion in addition to postdoctoral studies, will be compensated for this work and will not teach on a voluntary basis. Pay will be determined in employment units as is customary in the Teaching Fellow track. Work will generally not exceed two weekly hours (550 employment units).

8) **Fellowship-Related Travel Abroad**

Travel abroad by postdoctoral fellows in connection with their postdoctoral training will be approved by the EVPAA after receiving a recommendation from the postdoctoral advisor and the head of the academic unit/head of the Senate research institute. Funding for such travel is subject to budget approval.

9) **Additional Conditions**

A. **Health insurance:** A postdoctoral fellow is responsible for taking out health insurance to cover the postdoctoral studies period.

B. **Vacation:** A postdoctoral fellow is entitled to two vacation days per month of postdoctoral studies (not including Sabbaths and holidays). Vacation days may be accumulated. Unused vacation days cannot be redeemed for cash.

C. **Maternity leave:** A female postdoctoral fellow who goes on maternity leave during postdoctoral studies is entitled to payment for the number of weeks provided by law, in accordance with the procedure for the maternity leave fund for female postdoctoral fellows.

D. **Visa for a postdoctoral fellow who is not an Israeli citizen:** A postdoctoral fellow who is a foreign resident is responsible for obtaining a visa for temporary stay in Israel and extending it for the duration of the postdoctoral studies. A postdoctoral fellow who has received approval for additional employment or for teaching is responsible for obtaining an appropriate visa.

10) **Leave Without Pay**

A postdoctoral fellow who wishes to go on leave without pay must submit a letter setting out the reasons for such a request. The letter must be approved and signed by the postdoctoral advisor and the dean. The letter will then be referred to the EVPAA for final approval. Leave without pay is not a vested right of the postdoctoral fellow and will be approved under justifiable circumstances.

11) **Termination of Postdoctoral Fellowship**

The EVPAA may approve the termination of a postdoctoral fellowship in exceptional cases after receiving detailed reasons from the postdoctoral advisor and the head of the academic unit/head of the Senate research institute, and after the postdoctoral fellow has been given an opportunity to voice his/her arguments before the head of the respective unit and the postdoctoral advisor, in accordance with the procedure to be established by the EVPAA. The final decision will be made by the EVPAA. The postdoctoral fellow will be given advance notice of at least two months, save in exceptional cases.

12) **Discipline**

In these Regulations "disciplinary offense"— within its meaning in the discipline regulations applying to academic faculty members.

The head of the respective unit will handle the disciplinary matters of postdoctoral fellows in his/her unit and submit his/her recommendations after holding a hearing for the postdoctoral fellow. After giving the latter an opportunity to voice his/her arguments, the EVPAA may impose the following punishments on the postdoctoral fellow:

- A. Formal written warning.
- B. Suspension for a period of no more than 3 months.
- C. Imposition of obligation to perform any action needed to rectify the offense, including monetary compensation for damage caused, provided that the compensation amount does not exceed three monthly scholarships.
- D. Discontinuation of the scholarship or termination of the postdoctoral fellowship (in the case of a serious disciplinary offense).