



December, 2021

Information for Research Fellows

Upon your appointment as Research Fellow at the Technion, I would like to inform you of the following conditions of this appointment:

A. General

The Research Fellow track, as defined in paragraph 32.2.6 in the academic regulations, is meant to strengthen the faculties' ties with the industry, and to use the knowledge and body of engineering research that exists outside the campus to enrich the research scene and the research education of Technion students.

Research Fellows track ranks

Full Research Fellow
Associate Research Fellow
Research Fellow
Researcher

Duration of appointment

According to paragraph 32.3.7 in the academic regulations "Staff members in the Research Fellow track will be appointed for limited periods that will not exceed three years and can be extended. The Research Fellow track does not lead to tenure".

B. Academic

The academic duties and rights will be defined by the Dean of the faculty, subject to the Technion's rules and regulations.

Research proposals

Research proposals should be submitted with the Dean's approval and they need the approval of the Vice President for Research, who is authorized to approve or reject a proposal, or to approve it conditionally, as he sees fit and as befitting the Technion's policy.

Teaching and guidance

Research Fellows can also assume teaching duties, if the relevant unit head decides they can, and they may guide graduate students, pending the recommendation of the relevant unit head and the approval of the Dean of Graduate School (paragraph 32.2.6 in the academic regulations).

Science Relations Fund

Research Fellows are not allocated a personal allowance for the Science Relations Fund. Instead, a specific main fund was established (fund no. 7089301) and is managed by the Executive Vice President for Academic Affairs (EVPAA) for supporting participation in conferences in Israel and abroad, Professional training and research collaboration relations abroad.



The maximum annual limit will be in accordance with the allotment for senior staff in a full time corresponding rank. The scope of employment will not affect said limit. The allowed uses for the allowance will be according to the acceptable rules for using the Science Relations Fund by senior staff, as specified in the Science Relations Fund procedure (available for perusal in [Office for Academic Staff's web-site](#)). In order to receive the EVPAA's approval for the allowance, you should submit a request through the [portal](#). The [portal](#) is also accessible from an outside computer, only for access to the forms.

After completing filling the form and sending it, the form will enter the approval route which includes the approvals of the unit head, the Office for Academic Staff / EVPAA and a budgetary approval.

Employment outside the Technion

Full time Research Fellows should request permission for outside employment, as stipulated in mark 43 in the Academic Regulations (available for perusal in [Office for Academic Staff's website](#)).

The employment permission is given for one year only and, if necessary, a request for renewal should be submitted in the beginning of every year. Attached please find a link for [Outside Employment Application form](#) (please make sure the details are properly filled: Full name, place of employment, what is the essence of the employment, its scope and duration). After filling the form, the unit head should sign it and the form should be forwarded, by the faculty staff secretary, to the Office for Academic staff for approval.

Research Fellows who are employed part time, do not have to ask for permission to work outside the Technion, but they can ask for it if they need to arrange for an IP.

**For questions and clarifications of all academic matters, please see the faculty staff secretary.*

C. Salary and employment terms

Research Fellows' salary

The salary of Research Fellows at the Technion will be determined according to the salary tables of senior academic staff in a corresponding rank (base salary), excluding Education Fund, Science Relations Fund and grants (Full-time dedication / Differential). Sabbatical rights will also be excluded. In all matters regarding salary, please contact [Mr. Eyal Golani](#), phone no. 077-8872685.

Seniority

The seniority will begin to accrue upon starting the appointment in the given rank. Where suitable, you can ask the EVPAA for recognition of previous seniority in the given rank (approaching the Office for Academic Staff will be via the faculty).

Salary additions for research grants

Research addition A, which is funded by industry research grants, will be paid by the Technion Institute for Research and Development Ltd., according to the Institute's regulations. With



questions, please contact [Mr. Shimon Sayag](#) at the salary unit of the Technion Institute for R&D, telephone no. 077-8872317.

Research addition B and an addition for multiple researches and grants from the European Union, will not be paid.

Pension insurance

According to the directive of the extension order, instructions regarding a comprehensive pension insurance in the Israeli market, every worker in Israel is entitled to have his / her employer set aside for them and deduct from their salary money for a pension fund or a provident fund for allowance, according to the worker's wish. The deposits will be calculated according to the salary paid by the Technion. Staff members at the Technion are insured by an accruing pension, in a pension fund of their choice. Deposit rates for a pension fund for Research Fellows are 7.5% set aside by the Technion for allowances, 7% employee's deduction for allowances, 8.33% set aside by the Technion for severance pay.

The Technion has agreements for a sizeable discount in management fees with the biggest pension funds in Israel: Clal Atudot, Migdal Makefet, Menora Mivtahim, Harel Gilad Pension, The Phoenix.

For details, please contact [Mrs. Liat Meintzer](#), Head of the Academic Staff unit, Human Resources department. Telephone no. 077-8872733.

Sick leave

Research Fellows at the Technion are entitled to sick days according to the scope of their employment (18 days annually for a full-time employment). Sick days which were not used will not be redeemed.

Health insurance

Israeli citizens and permanent residents have health insurance according to the State Health Insurance Law from 1995. Collecting the health insurance fees is done by the Mosad LeBituach Leumi (Institute for National Insurance) through salaries. Entitlement for a group health insurance will not be given.

D. Miscellaneous

Tuition reimbursement

Research Fellows are entitled to reimbursement of their tuition fees at the Technion only (there will be no reimbursement of tuition in Continued Studies and External Studies). The sum of the reimbursement will be relative to the period the Research Fellow had actually worked at the Technion throughout the year and according to his / her employment scope during this period. Taxes will be deducted for this sum, according to the law. The reimbursement is for tuition fee alone and does not include registration fee and ancillary payments.

There will be no reimbursement of tuition fees of family members.



Car entrance label

Research Fellows will be issued entrance label to the Technion for cars owned by the Fellow or his / her spouse. The label is issued by the security unit of the Technion. They are at the entrance labels office in the Churchill building, floor -1 in the patio. Please bring and ID with you. The unit's telephone no. 077-8873590.

Using the Technion Facilities

Research Fellows will be given access to the Technion library, and they can also use the sports facilities and the swimming pool, for the same price as that of senior staff.

As for an office in the faculty, parking etc., they are decided by the faculty. You must see the staff secretary at the faculty to arrange these things.

**The information in this page is subject to management decisions, as they may be updated from time to time.*



Appointment, appointment renewal and promotion of Fellows in junior ranks: Research Fellow, Researcher

The head of the unit gathers information and
reaches a decision.
– Paragraph 37.2.1 –

Forwarding the recommendation to the Office
for Academic Affairs and the EVPAA's
decision.
– Paragraph 37.2.2 –

Appointment, appointment renewal and promotion of Fellows in senior ranks: Full Research Fellow, Associate Research Fellow

