General Terms and Conditions for the application for and participation in the Endovascular Fellowship Grants

These General Terms and Conditions ("**GTC**") govern and shall form the legal agreement ("**Contract**") between the CIRSE Congress Research Innovation GmbH, a company incorporated under the laws of Austria with a registered address in Neutorgasse 9, 1010 Vienna, Austria (hereinafter referred to as "**Organiser**") and the beneficiary of the CIRSE Fellowship Grant (hereinafter referred to as "**Grant**" and "**Grant Recipient**").

The Organiser receives financial support through an unrestricted Educational Grant from a Corporate Sponsor (hereinafter "**Corporate Sponsor**"), which is committed to supporting independent medical education.

1 Scope

1.1 These GTC exclusively govern the application for and administration of the Grant. The details of the CIRSE Endovascular Fellowship Grants can be found on the CIRSE website www.cirse.org ("**Website**").

1.2 The Grant provided by the Organiser to the Grant Recipient shall support a training period of a minimum of one month at a European centre outside their country of residence ("**Hosting Institution**"), where they are given the opportunity to learn or experience new procedures ("**Fellowship**"). The following Grants will be available:

- **Vessel Preparation:** 2 x 2-month fellowships à €6,000 & 2 x 3-month fellowships à €9,000
- **Deep Venous:** 2 x 2-month fellowships à €6,000
- **Ambulatory Care:** 1 x 1-month fellowship à €3,000

1.3 The Grant shall be used to cover travel expenses, housing and other indirect costs during the Fellowship.

1.4 A total of 7 Grants will be available in 2026. The exact start and end date of the funding cycle will be published on the Website.

1.5 Due to varying European legislation, the stay at the Hosting Institution will most likely be an observership, depending on the arrangement between Grant Recipient and the Hosting Institution. The Organiser does not take any responsibility for the arrangements made between the Grant Recipient and the Hosting Institution.

1.6 Any contractual or legal declarations of the Grant Recipient deviating from these GTC shall not be part of the Contract between the Organiser and the Grant Recipient, even if the Organiser does not expressly object to them.

2 Application process

2.1 Applications for the Grant can only be made if a corresponding MyCirse user account is created in advance by the interested person ("Applicant"). The creation of such a user account is possible via https://login.cirse.org/login.

2.2 The application for the Grant has to be made electronically by completion of the respective application form on the official Fellowship Grant Website by using MyCirse login.

2.3 The Applicant must be a CIRSE member in good standing in order to be eligible for the Grant. The Applicant must be an Interventional Radiologist (in training) or a Radiologist with Interventional Radiology experience; no other medical specialities shall be eligible.

2.4 The Applicant must provide the following information/documents in the application process:

a. Personal information and contact details.
b. Cover letter outlining, inter alia, the motivation, learning objectives, reasons for choosing the Hosting Institution etc.
c. Letter of recommendation from the Head of the Department where the Applicant is currently working.
d. Letter from the Hosting Institution, confirming the visit, the duration of the stay and an outline of the training offered.
e. Budget outlining how the Fellowship Grant will be spent (travel, housing, indirect costs)
f. Curriculum vitae.

2.5 All applications will be checked for completeness by a dedicated team at CIRSE. Incomplete applications will be sent back to the Applicant for completion.

2.6 All complete applications will be collected until the submission deadline and then forwarded to the Review Board, which will review them following a scoring scheme. The Review Board will select the best applications and award the available Grants.

2.7 The decision of the Review Board is final and cannot be challenged by unsuccessful Applicants by legal means.

2.8 The Review Board will take decisions about the acceptance/rejection within the review period specified and all Applicants will be notified by the date announced on the CIRSE Website. In case the Applicant is notified later than the date announced on the Website, this does not give rise to any claims by the Applicant. All arrangements with Hosting Institutions shall be planned for after the end of the review period, as announced on the CIRSE Website.

2.9 The Contract between the Organiser and the Grant Recipient shall be deemed concluded upon the Organiser's notification and the Grant Recipient's confirmation that they accept the Grant.

3 Obligations of the Applicant / Grant Recipient

3.1 Prior to submitting the application, the Applicant must:

a. Choose a Hosting Institution participating in the programme, as listed on the CIRSE Website, and make all necessary arrangements directly with this Hosting Institution (i.e., duration of stay, educational goals, supervisor/tutor etc.).
b. Make all necessary arrangements with the Hosting Institution where the Applicant is currently working.

3.2 Once the receipt of the Grant has been confirmed by the Organiser and communicated to the Grant Recipient, the latter must:
a. Confirm to the Organiser within 10 working days that they accept the Grant.
b. Provide their bank account details for transfer of the Grant to the Organiser.
c. Make all necessary arrangements regarding travel, housing and other administrative steps depending on the country.
d. Finalise all arrangements with the Hosting Institution.

3.3 Upon completion of the Endovascular Fellowship Grants programme (stay at the Hosting Institution), the Grant Recipient must provide a written report ("Final Report") of the stay at the Hosting Institution within eight weeks of completion of the Endovascular Fellowship Grants and submit it to the Organiser via email.

3.4 The Final Report shall review the experience at the Hosting Institution, outline educational objectives, actual achievements and experiences with the team and colleagues and provide any further information deemed useful for future Grant Recipients. The Final Report shall include photographs from the stay but not contain any confidential information.

The Grant Recipient is strongly encouraged, upon return to their centre, to submit at least one abstract to one of CIRSE's conferences, presenting either any clinical evidence, data, case studies or educational aspects from their experience at the Hosting Institution. Once an abstract has been submitted to one of CIRSE's conferences, the Grant Recipient is requested to share the abstract with the Organiser as well.

3.5 The total duration of the Grant Recipient's stay at the Hosting Institution and the funding for the stay are predefined by the selected Grant (see 1.2.).

4 Obligations and rights of the Organiser

4.1 The Organiser will set up and manage the electronic application process and review of applications.

4.2 Upon decision by the Review Board and confirmation by the Grant Recipient, the Organiser will transfer 60% of the Grant to the Grant Recipient via electronic bank transfer.

4.3 Upon receipt of the complete Final Report by CIRSE, the Organiser will transfer the remaining 40% of the Grant to the Grant Recipient via electronic bank transfer. If the Final Report does not comply with the requirements of points 3.3 and 3.4, CIRSE may request a revision of the report before the bank transfer is made.

4.4 The Organiser does not take any responsibility for the arrangements made between the Grant Recipient and the Hosting Institution.

4.5 The Organiser does not take any responsibility for the education or experience offered by the Hosting Institution to the Grant Recipient, in line with the applicable national regulations.

4.6 The Organiser has the right to publish the Final Report or parts thereof, including the use of photo material for promotional purposes.

4.7 The Organiser has the right to share any information submitted by the Grant Recipient with the Corporate Sponsor.

5 Cancellation of the stay by the Grant Recipient

5.1 If the Grant Recipient cancels or interrupts the stay at the Hosting Institution after acceptance of the Grant, they must inform the Organiser in writing at their earliest convenience.

5.2 Effects of withdrawal: If the Grant Recipient withdraws from this Contract before the beginning of their stay at the Hosting Institution, they shall reimburse all payments received from the Organiser, without undue delay and in any event not later than 14 days from the day on which the Organiser is informed about the Grant Recipient's decision to withdraw from this Contract. The Grant Recipient will carry out such reimbursement using the same means of payment as the Organiser used for the initial transaction, unless the Organiser has expressly agreed otherwise; in any event, the Organiser will not incur any fees as a result of such reimbursement.

If the Grant Recipient withdraws from this Contract after starting their stay at the Hosting Institution, they shall reimburse the Organiser any portion of the Grant already received that exceeds the expenses incurred up to the date of withdrawal, provided that such expenses are supported by documentation.

6 Cancellation of the fellowship by the Hosting Institution

6.1 The Hosting Institution has the right to cancel a planned fellowship at any point before the start of the fellowship in case the Grant Recipient does not comply with the agreed arrangements or timelines.

6.2 The Hosting Institution has the right to terminate an ongoing fellowship in case the Grant Recipient fails to comply with internal regulations or codes of conduct, or in case of any other serious misconduct.

6.3 If the Hosting Institution cancels a planned fellowship for reasons described in point 6.1 or point 6.2, the Grant Recipient shall reimburse all payments received from the Organiser without undue delay and in any event not later than 14 days from the day on which the Organiser is informed about the Hosting Institution's cancellation of the fellowship. The Grant Recipient will carry out such reimbursement using the same means of payment as the Organiser used for the initial transaction, unless the Organiser has expressly agreed

otherwise; in any event, the Organiser will not incur any fees as a result of such reimbursement.

7 Further provisions

7.1 The Organiser has the right at any time to revise the format, application criteria, available funding and requested duration of the Endovascular Fellowship Grants programme if the Organiser considers such amendments appropriate, in particular due to changed circumstances or other factual changes which could not be expected at the time the application period for the Grant started. Any change in the format, length or Grant amount does not entitle the Grant Recipient to request a refund nor put forward a claim to damages incurred thereby.

7.2 The Grant Recipient is asked to purchase his or her own health and travel insurance. The Organiser recommends insurance with "*Europäische Reiseversicherung*", www.europaeische.at. The Organiser will not assume any liability in this regard.

8 Confirmation

Grant Recipients will receive an official confirmation upon completion of the stay at the Hosting Institution and submission of the Final Report.

9 Limitation of liability

9.1 The Organiser shall not be liable for any loss or damage unless caused by the Organiser's wilful misconduct or gross negligence. The foregoing exclusions and limitations of liability shall apply to the same extent in favour of the Organiser's executive bodies, legal representatives, employees and other vicarious agents. The foregoing exclusions and limitations of liability shall not apply in case of damages resulting from injury to life, body and health.

9.2 The Organiser shall not be liable for any loss or damage which is suffered by the Grant Recipient as a result of force majeure.

9.3 The Organiser shall not be liable for any loss or damages that are suffered by the Grant Recipient during ~~his or her~~ their stay at the Hosting Institution.

9.4 The Organiser shall neither be liable for the agreement between the Grant Recipient and the Hosting Institution nor for the execution thereof.

10 Data protection

Information on data protection can be found in our *Information in accordance with Article 13 GDPR / General CIRSE Data use terms and conditions* which can be found at https://www.cirse.org/data-protection.

11 Applicable law/Jurisdiction

11.1 Any contractual relationship with the Organiser shall be subject to Austrian law, excluding its provisions on private international law and the United Nations Convention on Contracts for the International Sale of Goods.

The place of venue, fulfilment and jurisdiction shall be 1010 Vienna. The Organiser shall be entitled to pursue any claim before the courts of law competent at the Grant Recipient's domicile or general residence.

11.2 Should any provision of this GTC become entirely or partially ineffective, this shall not affect the effectiveness or enforceability of the remaining GTC. The provision that has become entirely or partially ineffective shall be replaced by a new provision, the contents, meaning and purpose of which conform as far as possible economically and legally to those of the ineffective provision.

11.3 The version of the GTC valid at the time of conclusion of the Contract shall be deemed agreed.