

MOLIM guidelines concerning the approval process of new members

Preambulum. Achieving the scientific objectives of MOLIM requires, time after time, the addition of new members to the Action from COST countries who already joined the Action. The Action is open to all researchers from participating COST countries. These applicants will not become members of the Management Committee (MC). They should support the Action in general and one Working Group in particular.

Simple rules. The request to join the Action should come from the Applicant. The MC of MOLIM may decide to terminate enlargement of the Action in order to keep the Action at a manageable size. After this decision only exceptional cases will be considered and handled by the Action but at this point the Action is open to researchers.

Application procedure. In order to grant the approval to join MOLIM, the following simple procedure is followed:

Step 1 – The Applicant prepares a Motivation letter providing *briefly* the following information:

- name and position;
- name of the Institution;
- personal homepage and email address;
- benefits for COST;
- benefits for MOLIM, our COST Action;
- targeted activities;
- name of the Working Group selected for cooperation;
- additional comments/remarks.

Step 2 – The Applicant contacts the Working Group leader whose group he/she would like to join.

Step 3 – The application is assessed by the Working Group leader.

Step 4 – The WG leader seeks approval regarding the decision from the Action's Chair (Professor Attila G. Császár) and the Vice-Chair (Professor Majdi Hochlaf). The final decision is the responsibility of the Chair. The Grant Holder (GH) sends an Acceptance letter to the Applicant. The Applicant has to return this Acceptance letter to the GH with his/her signature.

Step 5 – The Applicant, following COST guidelines, enters the required information into the eCOST system (the registration in e-cost is mandatory for any reimbursement).

Further important remarks

Applications may be submitted throughout the year. Decision will be sent to the applicant within four weeks of the request.

All MOLIM members are responsible for acknowledging support received from MOLIM in all publications resulting from activities related to the Action.