How to join COST Action TD1104?

If you would like to participate in COST Action TD1104 you are kindly invited to join us. To join our Action which already combines the knowledge and experience from 30 countries there are two possible scenarios depending on the COST status of your country (COST or non-COST country). Both scenarios are explained briefly in the following lines.

COST Countries:

1. **Within one year from the Committee of Senior Officials (CSO) approval (from 1.12.2011 till 1.12.2012) anybody can join the Action without Management Committee (MC) approval.**

   However, there are some differences:

   A) If your country has not yet accepted the Action’s MoU, you should:
      - First: Contact your COST National Coordinator (CNC) and inform the Chair of the Action (prof. Damijan Miklavcic) of your interest
      - Second: The CNC will accept the MoU and nominate you as representative of your country to the MC

   B) If your country has accepted the Action’s MoU but has not yet nominated two representatives:
      - First: Contact your CNC and inform the Chair of the Action of your interest
      - Second: The CNC will nominate you as representative of your country to the MC

   C) If your country has accepted the Action’s MoU and has already nominated two representatives:
      - Contact the Chair of the Action for possible nomination by the MC as WG member

2. **After one year from the CSO approval (after 1.12.2012) the MC approval is necessary before joining the action. You should take the next steps:**

   A) Submit your application to the MC (i.e. Chair of the Action)
   B) The MC approves the Application – at MC Meeting or by written procedure
   C) You contact your CNC to inform them of the MC decision and ask them to:
      - Accept the MoU (imperative to be able to become MC Member)
      - Nominate you as MC Member
D) The CNC accepts the MoU and nominates you as MC Member based on the date of the MC approval of new country joining the Action

E) You will receive electronic nomination e-mail that needs to be confirmed by the applicant and you have to create your e-COST profile (https://e-services.cost.eu)

F) You are now a member of the MC and will receive all the relevant information/invitations etc.

**non-COST Countries:**

There is **one possible way** to participate in the Action:

1. Participation in COST Action on basis of mutual benefit (The Executive Group of the CSO, i.e. JAF, approves on case-by-case basis):
   - Participants from non-COST countries are generally not reimbursed
   - Participants from a formally approved institution from Near Neighbor Countries can be reimbursed (http://www.cost.eu/participate/join_action)
   - Participants from countries with a reciprocal agreement (Australia, New Zealand, South Africa and Argentina) can be reimbursed by National funds (application needed). Appropriate contacts are listed in the right column.

**Procedure for non-COST countries:**

This is an electronic application using e-cost:

- Contact the Chair of the Action to initiate the request based on personal data provided by the applicant (e-cost application)
- Applicant receives invitation to complete the application form with additional data
- SO - Science Officer (Dr Magdalena Radwanska) validates or rejects the application
- MC Chair receives request for approval, initiates MC approval
- Domain Committee (DC) Chair receives request for approval, initiates DC approval
- JAF receives request for approval: 4x per year - last Friday in February, May, August, November. The approval takes 15 days by written procedure. Applications put on hold may be revisited at the next JAF or will be re-submitted to the following written procedure if issues are clarified.

Please follow a DEMO explaining the application process: http://tutorials.cost.eu/NCI/NCIdemo.htm

If your country (in case of COST country) or your institution (in case of non-COST country) has already joined COST TD1104 Action (see: http://www.cost.eu/domains_actions/bmbs/Actions/TD1104?parties) then you can join as individual by simply sending an e-mail to the Chair of the Action expressing your wish to participate specifying also in which of the Working Groups you want to be active.