INTERNATIONAL CANCER FOUNDATION
Bridging the global divide in cancer care

ESMO GOOD SCIENCE BETTER MEDICINE BEST PRACTICE

# ICF-CLINICAL UNIT VISIT (CUV) FELLOWSHIP 2027–2028

**Guidelines and Application Instructions**

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Please read and follow these guidelines carefully to ensure that your application is complete and can be processed correctly.

Applicants are encouraged to start their application early, as preparing the required documents and identifying and contacting a suitable Host Institute may take time.

Before submitting your application, please also read the **ICF CUV General Conditions 2027–2028**, which form part of the conditions applicable to the Fellowship.

## 1. General information

All application materials must be submitted in English.

The application consists of completing the online application form and uploading the required supporting documents.

Uploaded documents must be in PDF, MS Word, or MS Excel format. PDF format is preferred. Documents must not be password-protected.

You do not need to complete your application in one session. You may save your application as a draft and return to it later.

Applications must be submitted through the ICF application platform before **23:59 Central European Time (CET) on 5 December 2026**.

Applications that have been started but not submitted by the deadline will not be considered.

Applicants are responsible for ensuring that all information and documents submitted are accurate, complete, and up to date.

## 2. How to get assistance

For technical issues or questions regarding the application process, please contact:

cuv@internationalcancerfoundation.org

Please include your full name and indicate **CUV 2027–2028** in your message.

## 3. Application period and selection process

Applications for the **2027–2028 CUV Fellowship round are open from 5 October to 5 December 2026**.

Applications will be reviewed after the application period has closed. Applicants will be informed of the outcome by email once the review and selection process has been completed.

ICF may contact applicants if information or documentation is missing, unclear, or requires clarification. Applicants are responsible for responding within any deadline communicated by ICF.

Selected applicants must confirm in writing whether they accept the Fellowship by the deadline indicated by ICF. If a selected applicant does not confirm acceptance by the deadline, or is no longer able or willing to proceed, ICF may withdraw the offer and reallocate the Fellowship.

The Fellowship remains subject to completion of the required administrative steps, including confirmation of the Host Institute details, signature of the Fellowship Agreement and, where applicable, approval of the required visa or authorisation.

## 4. Submitting and managing your application

Applications must be submitted through the ICF online application platform.

If you save your application as a draft, you may return to the platform and continue working on it before final submission.

Please review your application and uploaded documents carefully before submitting.

After submitting your application, you will receive an automatic confirmation email. Please check your inbox and, if necessary, your spam or junk folder. If you do not receive a confirmation email, please contact **cuv@internationalcancerfoundation.org**.

If you wish to withdraw your application, please inform ICF as soon as possible at **cuv@internationalcancerfoundation.org**, stating your full name and indicating that your request concerns the **CUV 2027–2028 Fellowship**.

## 5. Applicant eligibility

Applicants must:

- Be an oncologist or be in training to become an oncologist;
- Have at least two years of clinical experience in internal medicine or medical, radiation, or surgical oncology by the expected start date of the Fellowship;
- Have sufficient proficiency in English or in the working language of the proposed Host Institute to participate effectively in the Fellowship;
- Be able to undertake the Fellowship in person;
- Apply for a Fellowship that has not already started or taken place.

The standard duration of the Fellowship is **8 weeks**, and Fellowships of this duration are prioritised.

Shorter, split, postponed, or otherwise modified Fellowships may be approved only exceptionally and require prior written approval by ICF.

The Fellowship must commence within 12 months of notification and be completed within the timeframe approved by ICF.

Please refer to the **ICF CUV General Conditions 2027–2028** for the full programme conditions.

## 6. Information and documentation required

The online application form will request information including:

- Personal and contact details;
- Date of birth;
- Country and institution where you are currently working;
- Professional and training information;
- Details of your Home Institute;
- Details of your proposed Host Institute and Mentor, where already identified;

- Proposed Fellowship dates and duration;
- Proposed area of focus and objectives of the Fellowship.

**Supporting documents**

Applicants must upload the following:

- **6.1 Recommendation letter from the Home Institute**
- **6.2 Host Institute acceptance letter**, if a Host Institute has already been confirmed;

  **or**, if a Host Institute has not yet been confirmed, a statement from the applicant describing the preferred Host Institute or type of Host Institute, proposed area of focus, learning objectives, and preferred dates
- **6.3 Motivation letter**
- **6.4 CV**

Detailed requirements are provided below.

## 6.1 Recommendation letter from the Home Institute

The recommendation letter should be provided by the applicant's department head, Mentor, or supervisor.

**Format requirements**

The letter:

- Should not exceed one A4 page;
- Should use a clear, readable font, preferably Arial, with a minimum font size of 11 pt;
- Must be written in English;
- Must be issued on the Home Institute's letterhead;
- Must be signed and dated.

**Content requirements**

The letter should:

- Confirm the applicant's professional role and relevant clinical experience;
- Confirm that the applicant meets the experience requirements for the Fellowship;
- Confirm sufficient language proficiency for participation in the proposed Fellowship;
- Describe the Home Institute's support for the applicant's professional development and participation in the Fellowship.

## 6.2 Host Institute and acceptance letter

Applicants are strongly encouraged to identify and approach a suitable Host Institute and Mentor before submitting their application.

**The table below summarises the steps to follow.**

| Step | What to do | What you need |
|---|---|---|
| **1. Identify a Host Institute** | Review the available list of **ESMO-accredited Host Institutes**: https://www.esmo.org/career-development/oncology-fellowships/host-institutes. Identify an institution and Mentor relevant to your proposed area of training. Applicants may also propose another Host Institute, subject to ICF approval. | Proposed Host Institute and Mentor |
| **2. Approach the Host Institute** | Contact the Host Institute or proposed Mentor directly. Briefly explain your current oncology training or professional role, that you intend to apply for an ICF Clinical Unit Visit Fellowship, your proposed area of focus and learning objectives, your preferred dates where available, and that the standard Fellowship duration is eight weeks. | Initial agreement from the Host Institute |
| **3. Share programme information where relevant** | If the Host Institute is not included in the list of ESMO-accredited Host Institutes, you can share the ICF CUV Host Institute Information Sheet 2027–2028 with the institution or proposed Mentor. The Information Sheet explains the programme, Host Institute role, standard duration, and main administrative and financial arrangements. | Host Institute receives programme information |
| **4. Request an acceptance letter** | If the Host Institute agrees to receive you, ask the proposed Mentor or another authorised representative to provide a formal acceptance letter meeting the requirements below. | Formal Host Institute acceptance letter |
| **5. Upload the acceptance letter** | Upload the acceptance letter with your application. | Confirmed Host Institute |
| **No confirmed Host Institute yet?** | You may still apply by uploading an applicant statement instead of an acceptance letter, as described below. | Application can still be submitted |

**Acceptance letter requirements**

The acceptance letter must:

- Be written in English;
- Be issued on the Host Institute's official letterhead;
- Be signed and dated by the proposed Mentor or another authorised representative.

The letter must include:

- Full name of the applicant;
- Name of the Host Institute and department or unit;
- Proposed start and end dates;
- Proposed duration of the Fellowship;
- Name, title, position, and contact details of the proposed Mentor;
- General scope of the planned activities;
- Confirmation that the Host Institute agrees to receive the applicant for the proposed Fellowship period.

The letter should also briefly describe the proposed programme, including:

- Main objectives and areas of focus;
- Proposed educational, clinical observational, and/or research activities;
- Expected interaction with the Mentor and relevant teams;
- Skills and knowledge the applicant is expected to acquire.

**If you do not yet have a confirmed Host Institute**

You may still apply.

Instead of an acceptance letter, upload a statement indicating:

- Your preferred Host Institute, institution type, or area of expertise;
- The clinical and/or research area you wish to focus on;
- What you would like to cover during the eight-week Fellowship;
- The skills and knowledge you hope to acquire;
- Your preferred dates.

If you are selected without a confirmed Host Institute, the Fellowship will remain conditional until ICF has received and approved valid Host Institute confirmation.

## 6.3 Motivation letter

The motivation letter must be prepared by the applicant.

**Format requirements**

The letter:

- Should not exceed one A4 page;
- Should use a clear, readable font, preferably Arial, with a minimum font size of 11 pt;
- Must be written in English;
- Must be signed and dated by the applicant.

**Content requirements**

The letter should explain:

- Your motivation for applying to the ICF Clinical Unit Visit Fellowship;
- Your specific learning objectives;
- Why the proposed clinical area or Host Institute is relevant to your professional development;
- What knowledge and skills you expect to acquire;
- How the knowledge and experience gained will be applied and shared after your return to your Home Institute and/or home country.

### 6.4 CV

Please upload an up-to-date CV in English.

The CV should include, where applicable:

- Current position and professional experience;
- Education and training;
- Relevant clinical experience;
- Clinical trial participation;
- Languages spoken;
- Publications and published abstracts.

## 7. Important programme conditions

The CUV Fellowship is an **educational and observational programme**. It does not constitute employment, paid work, independent medical practice, direct patient treatment, clinical responsibility, or replacement of staff at the Host Institute.

The Host Institute determines the Fellow's access, supervision, activities, schedule, patient-related exposure, research-related access, and available resources according to its own policies and applicable laws.

Any change to the approved dates, duration, Host Institute, host country, department, Mentor, or Fellowship structure requires prior ICF approval.

Applicants and Fellows are responsible for any required visa or immigration procedures, insurance, travel and accommodation arrangements, and local logistics.

Full conditions relating to funding, Host Institute contributions, travel reimbursement, visas, insurance, reporting, and certification are set out in the **ICF CUV General Conditions 2027–2028** and, for selected Fellows, the **Fellowship Agreement**.