

Applications are always open – apply one month prior to travel

1. Purpose of the Student Conference Travel Fund

- This fund assists undergraduate and postgraduate students enrolled in the College of Medicine & Public Health to attend a conference of significance to their research or learning.
- Funds are available for student attendance at a conference in their field of research or for a conference where it can be demonstrated that attendance would enhance the student's professional development, teaching excellence or any other area of their learning experience.
- The maximum funding available is \$500.

2. Eligibility

- The applicant must attempt to seek funds from elsewhere before applying to the College.
- Academic staff members enrolled in an undergraduate or postgraduate degree program are not eligible to apply.
- Funds will not normally be provided to students in their first year of enrolment/ candidature except where the benefits of attending a conference can be very clearly demonstrated.
- Students will not be eligible for funding after the normal full time, or part time equivalent, duration of their degree.
- Any grant will be subject to the student presenting a paper or poster at the conference.
- Each student may only apply for one award per full time equivalent year.
- Funds must be claimed within two months of the conference travel or the funds will be forfeited.

3. Criteria for the award of funds

- Demonstrated benefit of the conference for the student's research project, professional development, teaching excellence or other aspect of their learning experience.
- Professional standing of the conference.

4. Submission of applications

- Applications must be submitted by email to health.research@flinders.edu.au at least one month prior to travel.
- A copy of the presentation abstract and confirmation of acceptance at the conference must accompany the application.
- Students will be advised of the outcome of the application by email.
- Please retain tax invoices / receipts to claim reimbursement.



College of Medicine & Public Health Student Conference Travel Fund

Office use

PART A: PERSONAL DETAILS

Name Student number
 Degree enrolled in Department
 Phone number Email address

Have student conference travel funds been received previously? Yes No
 If yes, please provide date(s)

Total anticipated cost of conference attendance:	Registration	<input type="text"/>
	Transport (eg airfare)	<input type="text"/>
	Accommodation	<input type="text"/>
	TOTAL (auto-calculates)	<input type="text"/>

Have you attempted to seek funding from other sources? Yes – please provide details below
No – this application is not eligible
 If yes, please provide details

PART B: CONFERENCE DETAILS

Conference name
 Date Location
 Presentation title
 Type of presentation Oral Poster **Attach a copy of the abstract**
 Status Accepted Pending **Attach a copy of the acceptance letter**
 Student signature Date

PART C: SUPERVISOR DETAILS (to be completed by Academic Supervisor / Course Coordinator)

Name Department

Please provide a brief statement outlining the anticipated benefit(s) of the student's attendance at the above conference.

Can you provide additional support (eg from College / Department / consultancy / private practice funds etc) to support the student's conference travel?

Yes, likely amount of support
 No, please give reason

Supervisor signature Date