NB: This funding is only available to students presenting at a conference

Before completing this form please ensure that you have read the guidelines outlined below. Your application must be consistent with these guidelines. Make sure that all application details are completed and that a projected budget is supplied.

Application forms should be lodged with the Research Student Centre. Any enquiries can be directed to Tel: (02) 4221 5452 or Email: research_student_centre@uow.edu.au

GUIDELINES

- Assistance may be granted to students enrolled in 48 credit point Masters by Research and Doctoral theses only.
- Assistance will only be granted to applicants who submit requests for assistance from the Research Student Conference Fund prior to the submission of their thesis.
- Assistance will not be granted to students who have exceeded the regulation time limits allowed for their course.
- Assistance will not be granted to students who are in full-time employment or exceed 18 hours per week employment from Monday to Friday, if enrolled on a part time basis.
- Students will need to be accepted to present a paper or poster at a conference.
- Assistance will be limited to one conference during a student’s candidacy.
- The Supervisor and the Head of Postgraduate Studies must support the application for assistance.
- Attachments required with this form:
  - Invitation to present a paper or poster (eg. Copy of acceptance).
  - Receipt of registration*, flight and accommodation details
- The maximum grants will be $500.00 for conferences in Australia and $750.00 for overseas conferences.
- The grant is subject to the applicant not having outstanding debts with the University.
- Funding is not granted for the consumption of petrol and miscellaneous expenses.

*Application will not be approved without receipt of registration

11/05/2010
RESEARCH STUDENT CENTRE CONFERENCE FUND

APPLICATION DETAILS

Title: _______ Name: _________________________ Student No: _________________
Postal Address: _________________________________________________________
Post Code: __________ E-mail: ____________________________________________
Phone: (H) ______________ (W) ___________ (Mobile) _____________________
Academic Unit: ____________________________ Course: ______________________
If you are employed in any capacity indicate level and term of appointment:
______________________________________________________________________
Conference Name:                                                                 
______________________________________________________________________
______________________________________________________________________
Date: _________________ Location: ________________________________________
Details of paper(s) being delivered: (acceptance to deliver the paper must be attached)
______________________________________________________________________
______________________________________________________________________
Budget: (All payment information must be attached to this form)
*Registration $ __________ Accommodation: $ __________ Travel: $ __________
Total: $ ______________
Recommendation of Supervisor (Please give reasons):
______________________________________________________________________
______________________________________________________________________
______________________________________________________________________
Signature: ________________________ Date: ______________________________

Head of Department/School
Comments:
______________________________________________________________________
______________________________________________________________________
______________________________________________________________________
______________________________________________________________________
______________________________________________________________________
______________________________________________________________________

OFFICE USE ONLY
Approved/Not Approved
Signature: ________________________ Date: ______________________________

*Application will not be approved without receipt of registration

11/05/2010