

Churchill College

Application for conference or Travel Grant for Advanced Students and for Medical Electives (A)

The purpose of these grants is to assist advanced students to present the results of their research. They are not normally available to students on one-year courses. The maximum grant in any one year is £350.

Name:

Dates of conference/travel

Course Title:

From: To:

Year of Study:

Destination(s):

1 Purpose of application:

(You should state the reasons why it is important for you to undertake the proposed trip)

2 Are you giving a paper/poster, etc. at the conference? Please note that it is most unlikely that you will be awarded funding if you are not presenting your research.

3 Breakdown of anticipated expenses:

a) **Registration fee** _____

b) **Accommodation** _____

c) **Travel – itemised**
(Cheapest method of transport possible) _____

d) **Maintenance –**
(You are normally expected to provide this yourself unless costs are exceptionally high) _____

e) **Miscellaneous** _____

Total: _____

4 Contribution by department or other source, as well as from own resources?
(The College will not necessarily help for Conference expenses unless the
Department does also.)

5 Previous Grants:

Has the College given you money for any reason before?

If so, please give date and amount. Conference grants are reviewed in the light
of grants from any other college funds.)

6 Payment:

Are you willing, if a grant is awarded, to have it credited to your College
Account? Yes No

If no, please indicate whether you would prefer it paid by cheque or directly in
to your bank account.

Signed:

Date:

When you have completed this form, complete Attached form (B) and pass both to
your Supervisor who should complete Part II of form B and return both forms to the
Tutor for Advanced Students.

For TAS Office use only

Recommendation of Tutors:

Amount awarded by committee: _____

Application for Conference Travel Grant for Advanced Students (B)

Part I (to be completed by student applying for grant)

Name: _____ **Dates of conference/travel**

From:

Destination(s): _____ **To:**

Name of Supervisor: _____

Part II (to be completed by supervisor)

Could the conference be described as a “major international conference”? Yes/No

Can you confirm that the details provided by the student in the attached application form are complete and accurate? Yes/No

Please tick the box below that, in your view, best describes the work that the student has been performing under your supervision.

Exciting, innovative, self-generated.

Valuable, diligent, independent.

Sound, competent, requiring a good deal of assistance.

None of the above.

Please state below why you think that the student should attend the conference. Use a separate letter for your reply if that would be easier. If relevant, please provide details.

- (i) on any assistance for which the student should be eligible from the Faculty/Department, from a grant-giving body etc.
- (ii) on the quality and significance of the work that the student will be reporting.
- (iii) on the extent to which experience gained at the conference/meeting will assist the student to complete the PhD degree within the three-year time span.

Signed.....

Date.....