## ISATTlogo.gif

## STUDENT AND FACULTY TRAVEL BURSARIES

Several ISATT-sponsored bursaries of varying amounts are available. They are budgeted for on a biennial basis. £4,000 is earmarked for student and faculty from low-income countries to travel to ISATT’s biennial international conference 2019. These bursaries allow for the greater participation of research students and low-income country members in ISATT’s biennial conferences. Due to the confidential nature of the applications, the bursary programme is coordinated by the Treasurer in consultation with the Chair and Secretary.

**ISATT Travel bursaries – Criteria for biennial conference Sibiu 2019**

* INDISPENSABLE CONDITIONS:
	+ For students: ISATT membership + paper accepted + full paper submitted by deadline (**for Sibiu:**

**15 April 2019)** + letter of support

* + For faculty: ISATT membership + paper accepted + full paper submitted by deadline **(for Sibiu: 15 April 2019)** + lower income countries (lowest 2 categories of World Bank)
* All eligible applicants – students and faculty alike – are classified into 3 groups: (a) countries relatively close to the conference venue; (b) countries at median distance from the venue; (c) countries at great distance from the venue. This classification is decided upon by the Executive after receipt of all the applications.
* In each group, applicants are ranked on the basis of the following criteria – to be applied in the sequence indicated:
1. country income category as applied by World Bank on the closing date of submission of applications (priority for lower income countries)
2. anticipated expenditure on travel and accommodation, as indicated by the applicant in the application form
3. assignment of ISATT travel bursary in the past (priority for applicants who did not receive a bursary before)
4. professional status as to sector(s), full-time equivalent per sector an function(s): priority for applicants who work only in education and/or research and for lower functions. This implies that student have priority over faculty.
5. availability of other funding (besides personal income) for covering conference costs: priority for applicants who can rely only on personal income. (Item to be added in the application form).
* In each group, bursaries are awarded to the 4 **or** 3 highest ranked applicants (depending on the group, as classified above): **(a)** 4 bursaries of £200 each in the first group; **(b)** 3 bursaries of £350 each in the second group; **(c)** 3 bursaries of £450 each in the third group.
* The eligible faculty members among the applicants to whom no bursaries were awarded in the previous steps are ranked again – irrespective of the group of countries – using the same criteria. 2 bursaries of £400 each are awarded to the faculty members ranked highest.

**Applications for the Sibiu 2019 ISATT conference must be received by the ISATT Administrator, Daniela Hotolean** **d.hotolean@reading.ac.uk** **, by the 15th April 2019.**

**Arrangements for reimbursement will be made at the conferences on presentation of receipts for travel/accommodation. Receipts must meet the approval of ISATT’s Treasurer and the auditor of ISATT’s accounts.**



##

## TRAVEL BURSARY APPLICATION FORM

Name:       Email:

Address:

Region:

Please check applicable boxes (X):

Student: [ ]  Faculty: [ ]

Letter of Support (if applicable): [ ]

Amount Requested:       Availability of other funding: [ ]

Details on ALL actual paid employment: sector/ full time equivalent/function

***Personal Justification Statement:***

***Anticipated Expenditures***

Travel       Accommodations

***Preferred method of reimbursement:***

Cash: [ ]  via PayPal account: [ ]

I understand that I must show original receipts & ID to receive reimbursement for my travel award. Receipts must meet the approval of ISATT’s Treasurer and the auditor or ISATT’s accounts.

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_