

PGR Student Conference Fund – application guidelines 2018/19

Each year all UCL Departments are required to set aside funds to help students attend conferences and workshops. The Anthropology Department sets aside £6,000 per year for this purpose and all MPhil/PhD students are invited to apply for funding that will cover the cost of travelling to conferences, registering and securing accommodation. The fund is intended to support students who are self-funded or who are not funded for conferences.

Students should apply for funding by completing the form which can be downloaded at the following link <https://www.ucl.ac.uk/anthropology/sites/anthropology/files/pgr-student-conference-fund-application-form.docx>

The following points should be noted:

1. There will be three annual deadlines for applications. These should be submitted electronically to Departmental Manager, Rikke Osterlund at r.osterlund@ucl.ac.uk Students will receive email notification of funding decisions soon after each deadline. The deadlines in 2018/19 are:
 - Fri 14th December 2018
 - Fri 22nd March 2019
 - Fri 7th June 2019
2. A minimum pot of £2,000 is available at each deadline. Money which is unspent at one deadline will roll over into the next funding period.
3. Students will normally receive a maximum of £600 per application.
4. Students in all years of the degree are invited to apply for conference funding. This includes students in Years One and Two (the fieldwork year) where it is advisable but not essential to have a paper or poster. Where students are not presenting, they should choose conferences and workshops where they can valuably network and learn about their fieldwork regions and which do not involve significant travel.
5. Students who are funded for conferences by their regular research council (or similar) will not normally be eligible for funding. The chief exception will be when Research Councils refuse to fund the 4th year of the degree, or 7th year in case of part-time students.
6. Funding will not be available after four full years of registration, or seven years of part-time study (Allowing for authorised interruptions and extensions).
7. Funding from this source covers travel (the cheapest possible usually), conference registration and accommodation (budget). Subsistence is not covered by the fund, except one conference dinner.
8. Allocated funding is transferred to students upon return of original receipts. No payments can be granted in advance. Receipts should be submitted to Departmental Manager, Rikke Osterlund.