Application Form - Conferences

1. **Personal Details**

|  |  |  |
| --- | --- | --- |
| Student Number: | First name: | Family name: |
| Email: | | |
| Please state any Scholarships/Studentships held: | | |
| Please provide a statement explaining why your funding body is not able to fund your proposed request: | | |

Please give details of your current research degree registration:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Current Degree | Subject | Date of Registration | Full or Part-time | Full name of Principal Supervisor |
|  |  |  |  |  |

1. **Proposal**

|  |  |  |
| --- | --- | --- |
| Name of Conference: | | |
| Location | Date from: | To: |
| Are you presenting a PAPER (if attending a conference)? Yes No | Are you presenting a POSTER? Yes No | |
| If **Yes** to either, please attach your abstract AND documentation outlining acceptance of paper / poster for presentation.  Job interviews. | | |

Please state how your request is relevant to your research: Standard academic recruitment process in Economics.

1. **Previous Awards**

Please list any previous awards received from the Faculty, Graduate School Fund or Department:

|  |  |  |  |
| --- | --- | --- | --- |
| Details of the award i.e. name of conference/ event/ training course\_ | Location | Award Reference No. or date of application | Amount received |
|  |  |  |  |

1. **Estimated Costs & Contributions**

|  |  |
| --- | --- |
| Exchange Rate (if applicable - please use the [www.xe.com](http://www.xe.com/) currency converter): | £1 = |
| **Travel:** (please give details) | £ |
| **Total Travel:** | **£** |
| **Accommodation:**  No. of nights: Cost per night: |  |
| **Total Accommodation:** |
| **Conference or training course Fee:** |  |
| **Subsistence and/or other required funds:**  **Total Subsistence/Other:** | **£** |
| **Total Estimated Expenses:** | **£** |
| **Assured contributions (if applicable)** |  |
| Amounts assured from other organisations (please give source and amount):  **Applicants are advised to apply to external bodies, where appropriate**. | £ |
| Personal contribution: | £ |

|  |  |  |
| --- | --- | --- |
| **Total Assured Contributions:** | | **£0** |
| **Amount Requested:** | | **£** |
| **Contributions requested but not yet assured (if applicable):**  Organisation applied to: | Date of decision: | Amount requested: |

1. **Supervisor’s Endorsement**

Date:

Signature of Supervisor:

**Supporting Statement: Please provide a brief summary of the importance/relevance that this funding will have to your student**

Send completed application form including signatures to Daniella Harper [daniella.harper@ucl.ac.uk](mailto:daniella.harper@ucl.ac.uk)

1. **For completion by the Head of Department or equivalent only**

Head of Department’s Endorsement \*

|  |  |
| --- | --- |
| Head of Department’s Signature (\* May include the HoD’s appointed representative, eg the DGT): | |
|  | Date: |
| Name (please print): Antonio Guarino | Ext: |