



Training Workshops March 2023 Terms and Conditions for Delegates

It is your responsibility to ensure all details given on the online registration form are accurate and that you pay careful attention to any online accessibility requirements, particularly if you are making the booking on behalf of someone else.

It is your responsibility to ensure you have the permission of each person you register to provide their personal details, including email address, for workshop registration.

In attending the QHRN Conference Workshops as a delegate, you can expect:

- An online workshop providing content and learning equivalent to what might be delivered in a whole day face-to-face event
- Delivery pitched to those who have some understanding of qualitative research methods in health, designed to provide you with an in-depth understanding of a particular methodology or topic.
- At least two hours of live interactive content.
- A range of other self-paced content provided in various ways, such as pre-recorded videos, preparatory reading material or viewing, follow-up resources etc. There may be expectations in some workshops for delegates to complete specific tasks or preparatory work before attending the live component of the workshop or follow up tasks having attended.
- A maximum of 30 delegates in the workshop, and a minimum of 10 delegates.
- Speakers who are experts in the specific methodological topic of the workshop.
- Opportunities to keep in contact with other delegates

Please do let the organisers know of any online accessibility requirements you have in advance of the workshops.

Workshop bursary policy

We are offering bursary places (reduced rate of £30) for each workshop for:

- self-funded researchers and members of the public
- researchers from lower-middle income countries.
- current students who do not have access to training funds

To apply for a bursary, please email qhrn@ucl.ac.uk making your case in no more than 250 words. We will inform you about whether your bursary application has been successful as soon as possible. If successful, you will then receive a code for registration at the bursary rate.

An individual is only eligible to receive a bursary on one workshop

Workshop cancellation and substitution policy

For cancellation requests submitted two weeks or more ahead of the live workshop session 75% of the workshop registration fee will be refunded.

For cancellations requests submitted less than two weeks before the live workshop session no refunds will be made.

If a registered delegate is unable to attend the workshop but wishes to substitute someone to attend in their place, this can be offered free of charge. Please notify qhrn@ucl.ac.uk stating the name, job title, organisation, email address and any special requirements of the new delegate.