**RESEARCH OFFICE CONFERENCE FUNDING**

**Application Form**

**Student Information**

Family Name: Click here to enter text. First Name: Click here to enter text.

USP Student ID Number: Click here to enter text.

Residential Address: Click here to enter text.

Mobile: Click here to enter text. Home/Alt. Phone: Click here to enter text.

Preferred Email Contact: Click here to enter text.

Programme: Click here to enter text.

Commencing semester of programme: Click here to enter text.

Faculty/Centre: Click here to enter text.

School/Department: Click here to enter text.

Research Area: Click here to enter text.

Name of Immediate Supervisor: Click here to enter text.

Email Contact of Immediate Supervisor: Click here to enter text.

*The following information is used for tracking and reporting purposes only and will not be used in the selection process.*

Age: Click here to enter text. Gender: Click here to enter text.

Country of Citizenship: Click here to enter text.

**Conference Information**

Conference Title: Click here to enter text.

Conference Website: Click here to enter text.

Conference Location: Click here to enter text.

Conference Start Date: Click here to enter text.

Conference End Date: Click here to enter text.

Title of Paper: Click here to enter text.

**Required Materials:**

The application must be accompanied by:

1. Letter of intent briefly describing your accepted presentation and anticipated networking possibilities and professionalizing activities and why either or both are important to your graduate career.
2. Itemised budget of all anticipated expenses and an explanation of other sources of potential and/or funded support.
3. A copy of the documentation that establishes that the presentation has been accepted at the conference and documentation that establishes that the conference proceedings will be published.
4. A copy of the paper (draft copies are acceptable) to be presented at the conference.
5. Supervisor Support Form [This form includes a request for general information, your Supervisor’s statement of support for your submission for conference funding, and what (if any) department- and/or college-level funding are available to aid the applicants]
6. Endorsement from the Faculty Dean and Associate Dean [Research]

**Note**: All documents including the immediate supervisors letter and endorsements from the Faculty Dean and Faculty Associate Dean [Research] must be received before the application can be reviewed.

By submitting this application, the student verifies that all departmental options for funding have been explored and exhausted.