

## **LIMS International HDR Travel Fellowship**

**for HDR Students in the**  
**La Trobe Institute for Molecular Science**

On occasion, the La Trobe Institute for Molecular Science (LIMS) may award *LIMS International HDR Travel Fellowships* (up to \$2,500 each) to assist graduate research students to attend an international conference at which they are making a presentation, or potentially another activity that will strongly support their research project. Graduate research students should supply information about their proposed use of Fellowship funds using this application form.

### **Selection criteria**

Preference will be given to students in their **second or third year**. There is a limit of **one fellowship per candidature**. Fellowships will be granted on a competitive basis and applications will usually be invited four times per year. Closing dates for each round of applications will be advertised; applications received after the closing date will not be considered.

### **Reporting**

Recipients must submit a brief report, on the report form provided to successful applicants, including details of the conference/ training they completed and the impact on their area of research interest, upon completion of the Fellowship. Funds will only be released on receipt of the report.

### **Eligibility criteria**

- Applicants must be an enrolled HDR student in a current LIMS discipline.
- LIMS International HDR Travel Fellowships will only be awarded in the first 3 years of candidature. Funding can be used in the first 3½ years of candidature.
- Students may not apply for a LIMS International HDR Travel Fellowship if they have been awarded one of these previously.
- Students may not apply for a LIMS International HDR Travel Fellowship if they have been awarded a LIMS Writing-up Award.
- Students may not apply for a Bruce Stone Award for Travel and a LIMS International HDR Travel Fellowship for the same conference.

### **Conditions**

- Applications must be submitted prior to the travel or training, allowing at least two months for assessment and travel arrangements. Retrospective applications will not be reviewed.
- Funding for successful applicants will be provided only after travel has occurred and the conference or training has been successfully completed.
- If a recipient's supervisor underwrites their travel costs, the supervisor will receive the reimbursement.
- Funds are available only upon provision of original receipts and submission of the final report.

### **Application**

- Please return the completed application form, as one assembled PDF document, with the name of the Fellowship for which you're applying in the subject line, to [LIMS.Research@latrobe.edu.au](mailto:LIMS.Research@latrobe.edu.au).
- If you require additional information or assistance regarding this application, please contact your department/discipline HDR Coordinator.
- Applications can be submitted at any time and will usually be considered four times per year.

Name of applicant		Student number		Name of primary supervisor	
Have you previously applied for this Fellowship?			<input type="checkbox"/>	Yes	<input type="checkbox"/>
If yes, please provide date					
Are you either an Australian citizen or an Australian resident?			<input type="checkbox"/>	Yes	<input type="checkbox"/>
If yes, what is your status?					
<b>Please select the LIMS theme under which you are applying for the Fellowship.</b> Should your work not be aligned with a theme, please select the closest theme and provide a brief, two sentence justification in the space below.					
<input type="checkbox"/>	Cancer		<input type="checkbox"/>	Molecular Design	
<input type="checkbox"/>	Infection and immunity		<input type="checkbox"/>	Nanoscience	
Justification of theme (if required)					
<b>Contact details</b>					
Address					
Phone					
University email			@students.latrobe.edu.au		
Enrolled degree; date of commencement; year of candidature					
Department (e.g. Mathematical and Physical Sciences)					
Discipline (e.g. Physics)					
<b>Purpose of application</b>					
Name of conference					
Title of presentation					
Type (poster/talk)					
Talk status – applied? accepted? Please provide evidence					
Location (city & country)					
Dates					
or					
Name of course/workshop					
Nature of participation					
Location (city & country)					
Dates					

**Academic achievements** List all scholarships, awards, commendations, 3MT participation, refereed publications, conference abstracts, patents, significant undergraduate accomplishments, poster prizes, etc. that demonstrate your academic commitment [max. 1 page]

**Explain** how the proposed trip or training will contribute to the completion of your higher degree work, your career development, and your capabilities [max. 500 words]

BUDGET	Total cost	Amount requested
Travel type and costs		
Accommodation		
Registration		
Other costs [please specify]		
TOTAL		
		(Cannot exceed \$2,500)
Describe other sources of funding, including amounts, applied for/ secured		

**Primary Supervisor's Statement** Provide a brief statement describing why and how the applicant would benefit from receipt of a LIMS International HDR Travel Fellowship. **Please also note the initial funding source for travel bookings – this will serve as your approval to charge your wbs if so indicated.**

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	I intend to underwrite the applicant's travel. If this application is successful, reimbursement should be made to my WBS: _____.
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	The applicant is paying their own way. If this application is successful, reimbursement should be made to the student.
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	I hereby affirm that the applicant is a currently enrolled postgraduate student working under my supervision, and that the student makes regular contributions to the scientific life of the Department by attending seminars, etc.
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<b>Supervisor's name</b>	<b>Supervisor's signature</b>	<b>Date</b>

- SUPPORTING DOCUMENTATION CHECKLIST:**
- Information (e.g. brochures, link to web page) describing conference/course (including preliminary program and registration details) and a copy of your abstract.
  - Quotes/receipts/estimates for travel.
  - Quotes/receipts/estimates for accommodation.

<b>Applicant's signature</b>	<b>Date</b>