



POSTGRADUATE CONFERENCE/TRAVEL FUNDING APPLICATION FORM

Funding support for conferences is decided by the Head of School.

Travel undertaken for research purposes (apart from conferences) costing more than £50 per annum in total also requires approval in advance. All travel must be approved in advance.

You are reminded that travel insurance is provided via the University (no other insurance will be refunded): before travelling log on to the website at www.travel.bham.ac.uk.

This form must be completed and the application approved before booking of any conference, accommodation or travel.

Name:	<input type="text"/>	Student No:	<input type="text"/>										
Conference Title/ Purpose of Visit	<input type="text"/>												
Location/Destination:	<input type="text"/>	Start Date:	<input type="text"/>										
		End Date:	<input type="text"/>										
Costs:	<table><tr><td>Registration</td><td>£</td></tr><tr><td>Accommodation</td><td>£</td></tr><tr><td>Travel (flights, trains etc)</td><td>£</td></tr><tr><td>Subsistence</td><td>£</td></tr><tr><td>TOTAL</td><td>£</td></tr></table>			Registration	£	Accommodation	£	Travel (flights, trains etc)	£	Subsistence	£	TOTAL	£
Registration	£												
Accommodation	£												
Travel (flights, trains etc)	£												
Subsistence	£												
TOTAL	£												
Is funding available from any other source:	<table><tr><td>YES</td><td><input type="text"/></td></tr><tr><td>NO</td><td><input type="text"/></td></tr></table>	YES	<input type="text"/>	NO	<input type="text"/>	If yes, how much has been requested/ approved:	£ <input type="text"/>						
YES	<input type="text"/>												
NO	<input type="text"/>												
Applicant's Signature	<input type="text"/>	Date	<input type="text"/>										
Supervisor's Signature	<input type="text"/>	Date	<input type="text"/>										
Head of School's Signature	<input type="text"/>	Date	<input type="text"/>										