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|  | Politics Application for Conference Funding  (PhD, MA (Thesis) students) |

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| Name: |  |
| Supervisor: | Conference dates: |
| Conference name: |  |
| Location: |  |
| *(City)* | *(Country)* |

Title of paper:

*(Please attach evidence of acceptance)*

Costs:

|  |  |  |
| --- | --- | --- |
|  |  | NZ$ |
| Airfare: |  | $ |
| *(Attach quotation from travel agent or online estimate. The University’s preferred suppliers are* | | |
| *Orbit or Brooker but it is* ***not*** *mandatory to use these agents).* | | |
| Conference registration fee: |  | $ |
| *(Attach evidence of registration fee)* |  |  |
| Accommodation: | No. of days: | $ |
| *(Attach evidence of accommodation costs)* |  |  |
| Travel insurance | No. of days: | $ |
| *(Must be purchased through University for international travel - $5.00 per day)* | | |
| Other costs: |  | $ |
| *(Please specify e.g. shuttle, local transport, sustenance etc)* | | |
|  | Total costs: | $ |

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| Applicant’s signature: | Date: |

Maximum funding amounts:

* Up to $2,000 per PhD student presenting a paper at an international conference. (This $2,000 may be split over two applications per student within a three year enrolment period – conference and fieldwork). This can be used to supplement Divisional conference support.
* Up to $400 per MA/PhD student presenting a paper at the NZPSA conference. MA (thesis) students can apply once (within a 12 month enrolment period). PhD students can apply twice (within a three year enrolment period).

**Please DO NOT pay for any travel-related expenditure until after you have been advised that your funding has been approved.**

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| Statement of support from supervisor: |
| *(With relevance to thesis topic and student progress)* |

Office use only

Application for conference funding has been approved / declined

|  |  |
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| HOD signature: | Date: |
| Amount: | $ |
| Account code: |  |