



Politics Department

Application for Fieldwork Funding  
(PhD Students only)

Name: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Travel dates: \_\_\_\_\_

Location: \_\_\_\_\_  
(City) (Country)

Reason for fieldwork/*in situ* research:

Costs:

Airfare: \_\_\_\_\_ NZ\$  
\$ \_\_\_\_\_  
(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).

Accommodation: \_\_\_\_\_ No. of days: \_\_\_\_\_ \$ \_\_\_\_\_  
(Attach evidence of accommodation costs)

Travel insurance \_\_\_\_\_ No. of days: \_\_\_\_\_ \$ \_\_\_\_\_  
(Must be purchased through University - \$4.20 per day)

Other costs: \_\_\_\_\_ \$ \_\_\_\_\_  
(Please specify - e.g. shuttle, local transport, sustenance etc)

Total costs: \$ \_\_\_\_\_

Applicant's signature: \_\_\_\_\_ Date: \_\_\_\_\_

Maximum funding amount:

- Up to \$2,000 per PhD student who is required to travel overseas for reasons relating to their research (once only per student within three year enrolment period). This application must be supported by your primary supervisor.

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

Statement of support from supervisor for proposed travel and research plan:  
*(With relevance to thesis topic and student progress)*

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Office use only

Application for fieldwork funding has been approved / declined

HOD signature: \_\_\_\_\_ Date: \_\_\_\_\_

Amount: \$ \_\_\_\_\_

Account code: \_\_\_\_\_