

## Doctoral Student Conference/Course Bursaries

### Guidelines Spring 2026

Graduate Studies in the College of Medicine and Health are now inviting applications for the **Spring 2026 call**. The College will award Doctoral Bursaries to successful applicants who are registered for a doctoral degree (PhD/MD/Doctorate) in the College of Medicine and Health related to conference/course activities taking place between **1<sup>st</sup> October 2025** and **21<sup>st</sup> September 2026**.

The purpose of these awards is twofold:

- **To facilitate students who wish to present their work at an international conference.**
- **To facilitate the training of students who wish to acquire skills that are essential for their academic development, but which they cannot otherwise receive in UCC.**

Student applicants can apply for:

- 1) up to €1000 in financial support that may be used towards the cost of travel, accommodation and registration fees for relevant conferences or training courses or research-critical travel\* [Travel Bursary].

**OR**

- 2) up to €500 in financial support that may be used towards the registration fees for relevant online participation at conferences or training courses [Registration Bursary].

### The Programme

- Applicants must be enrolled in a doctoral programme in the College of Medicine and Health and must be registered students at the time of registration for the conference/course/research critical travel for which they are planning to attend.
- Applicants must demonstrate a need to attend the conference/course or undertake research critical travel.
- Applications will be assessed by the CoMH Graduate Studies Committee. Priority will be given to applicants:
  - with no other means of support for attending conferences/courses or undertaking research critical travel
  - in the later stages of their doctoral degree
  - who have not already participated at a conference/course or undertaken research critical travel

**\*Research-critical travel** refers to trips that are directly necessary for the progress of the doctoral project and cannot reasonably be achieved without travel. Examples include accessing unique clinical/research material, use of specialist laboratories, facilities, or equipment not available locally. General networking or optional study visits will not normally be eligible.

- who can provide evidence that their work has already been submitted, and ideally also accepted, for presentation at a conference
- Consideration will be given to:
  - applications from early-stage students who wish to attend courses that develop essential skills not available in UCC
  - whether the applicant has previously received funding from the scheme
- Successful applicants must submit a brief Doctoral Bursary Report to the CoMH Graduate Studies Committee following the supported conference, course, or research-critical travel, describing how the bursary directly benefited their research (see Appendix 1 for template).

## Expenditure and Reimbursement

Expenditure incurred will be reimbursed to successful awardees on the basis of a fully vouched expense claim and a Doctoral Bursary report (see Appendix 1 for template) submitted to [gradschoolmh@ucc.ie](mailto:gradschoolmh@ucc.ie) within one month of the activity having taken place\*.

**All claims for reimbursement must be submitted by 25<sup>th</sup> September 2026** to allow sufficient time for administration. Claims for the cost of travel, accommodation and registration fees only will be covered. Please note that Doctoral Bursaries are only paid out once the fully vouched expense claim, original itemised receipts and Doctoral Bursary report have been received by CoMH Graduate Studies. Please note debit/credit card receipts and bank statements will not be accepted as proof of cost incurred, only itemised receipts will be accepted. The Doctoral Bursary cannot be drawn down in advance for registration or to book travel or accommodation etc. Costs claimed can only relate to you (the applicant).

\*If the registration deadline for the conference/course occurs more than 3 months before the activity, please contact [gradschoolmh@ucc.ie](mailto:gradschoolmh@ucc.ie)

## Application Guidelines

All applications must include the following:

1. The expected benefit to your academic and professional development of attending this course/conference/undertaking research critical travel (max 200 words).
2. The financial need and why, in your opinion, your application for this bursary should be prioritised (max 200 words).
3. Statement of support from lead supervisor explaining why the support requested should be prioritised (max 200 words).
4. Budget breakdown for expenses bearing in mind that the maximum contribution is €1000 for the Travel Bursary and €500 for the Registration Bursary. If applicable, include other confirmed sources of financial support to cover the balance. If a budget is not provided your application will not be considered.
5. Evidence of submission/acceptance of your abstract (if applicable).
6. All sections of the application form must be completed fully.
7. Submit by **e-mail** to [gradschoolmh@ucc.ie](mailto:gradschoolmh@ucc.ie) using your UCC email address.

**Reserve List:** The bursary scheme will operate a **reserve list**. Strong applications that cannot initially be funded may be placed on this list. Should a successful applicant become ineligible (e.g. non-attendance), funding may be offered to candidates on the reserve list in ranked order.

### Key dates

Deadline for applications to <a href="mailto:gradschoolmh@ucc.ie">gradschoolmh@ucc.ie</a>	5pm Monday 23 <sup>rd</sup> February 2026
Call outcome	Mid-March 2026
Conference/course activity/critical research travel	1 <sup>st</sup> October 2025 to 21 <sup>st</sup> September 2026