

### **UCC School of Medicine UG Research Travel Grant**

The School of Medicine Research Committee provides limited funding for research travel on a competitive basis to undergraduate students within the School of Medicine.

Students who wish to apply for this funding are advised to:

1. Fill in the attached form and ensure it is signed by your UCC affiliated supervisor
2. Attach a copy of your abstract with appropriate Department/Academic unit and School of Medicine, UCC visibility on the abstract.
3. Attach email from Conference organiser to confirm your poster/oral presentation at the Conference.

All applications need to be sent to Rm 2.59 School of Medicine, BHSC, UCC, College Road, Cork or [medschoolresearch@ucc.ie](mailto:medschoolresearch@ucc.ie). Please include in the subject line the applicant's name and the title of the conference

**THIS FORM MUST BE SUBMITTED NO LATER THAN 10 WORKING DAYS BEFORE THE CONFERENCE IS BEING HELD.**

**RETROSPECTIVE APPLICATIONS WILL NOT BE ACCEPTED UNDER ANY CIRCUMSTANCES.**

**ONLY STUDENTS WHO HAVE AN ORAL OR POSTER PRESENTATION CAN BE FUNDED UNDER THE CONFERENCE TRAVEL SCHEME.**

**AS A GENERAL RULE ONLY ONE APPLICATION PER STUDENT WILL BE FUNDED.**

***Points to note:***

- Only applications submitted on the current application form will be accepted (SoM UG Research Travel Grant Application Form 2018-2009), applications submitted on previous versions of the application form will not be considered.

- Students will be informed within a few weeks of application whether or not an application has been successful.
- Candidates cannot submit an unsuccessful application for reconsideration.
- Any approval you receive is pending all receipts being submitted for the payment process within the current UCC financial year. Expenses cannot be paid without receipts.
- In line with UCC Travel Policy, public transport should be used where feasible. Students should always use the most economical means of travel. Mileage will be paid in line with the rates advised by the Department of Finance.
- Car-pooling should be used when more than one person is travelling to the same event. Please note that if you are sharing a car, you must note this on the application, and the above amount will only be paid once. Usually the driver is the only person who will claim for the amount provided.
- Please note that as per the guidelines a maximum amount of €250 can be awarded for travel to conferences within Ireland, and a maximum of €500 can be awarded for travel to conferences outside of Ireland.
- This award is open to undergraduate medical students in the BSC in Medical and Health Sciences who are conducting research with at least one UCC School of Medicine supervisor.
- Affiliation to a Department within the School of Medicine, UCC must be listed on the abstract and on all subsequent presentations/publications. If the relevant Department and School of Medicine is not mentioned on your abstract, funding will not be considered. The requirement for the research to be affiliated to a named Department within the School of Medicine also applies to research performed outside of UCC.
- If a UCC Department/Academic Unit within the School of Medicine is not mentioned on your abstract, funding will not be considered, reference to a Department within the School of Medicine UCC has to be clearly visible on your abstract.
- Only poster or oral presentations will be considered for funding.
- Retrospective applications will not be accepted under any circumstances.
- All documentation needs to be submitted at the same time; multiple submissions for the one application will not be accepted.



- Funding is limited and not all applications will be successful, applications will be assessed by the Research & Postgraduate Affairs Committee on a case by case basis and within the resources and timeframes listed above.