**Application for Abroad Conference Participation Grant**

**(Filed by the student and printed, no handwritten)**

**Personal Details:**

Family name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Private name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Department \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cellular phone no. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-mail \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Year of studies: First Second Third Fourth

First stage/ Second stage (please circle)

**Conference Details:**

 International Conference

 My participation is active and includes:

Topic represented \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Conference organized by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Conference location \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Conference date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Comments \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The student contribution as Only presenter Present with others Poster presentation

**Attached herewith:**

 Registration confirmation

 Conference program including the student name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Expenses details:**

Registration fee \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Travelling expenses \_\_\_\_\_\_\_\_\_\_\_\_\_

Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Total: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Other assisting authority in the university: Faculty Department Other\_\_\_\_

 Total assisting from other authorities: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Attached herewith:**

 Other authority assisting confirmation

 Other\_\_\_\_\_\_\_\_\_\_\_

 Supervisor's recommendation

 Chairperson of the PhD Committee recommendation

student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_

**Supervisor's recommendation:**

The student \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ will participate in an academic/ professional

conference as marked above.

The student will actively contribute as followed:

 Only presenter Present with others Poster presentation

Explanations and recommendations in order to provide conference grant, including relevance to the student's research topic \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_

**Chair of Department's M.A Committee/ Department Head's recommendation:**

 I recommend approving the request.

 I do not recommend approving the request (please detail your explanations):

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_

**Graduate Studies Authority's recommendation:**

 I recommend.

 I do not recommend approving the request: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Budget approval:**

I recommend assistance of \_\_\_\_\_\_\_\_\_\_\_\_ NIS.

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_

**Exploitation of Financing International Conference Traveling Expenses**

**Filed by the approved student after the conference (please submit added to approval form)**

On the period \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (please fill exact dates) I traveled to the international conference in (please fill country and exact location) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ using approved assistance from the graduate studies authority.

**Attached herewith the relevant confirmations:**

1. Traveling expenses original receipts (if other authority paid part of expenses, please add relevant receipt).
2. Approval of Israeli border controls - Ben-Gurion exit and entrance slips or alternatively boarding pass.
3. Short conference report (including financial report).
4. Copies from the summery booklet:
* Copy of cover page
* Copy of table of contents including your name
* Copy of article first page from the summery booklet
1. Following additional assistance recourses from the University of Haifa for traveling expenses:

Total of \_\_\_\_\_\_\_\_\_\_ NIS from the faculty\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Total of \_\_\_\_\_\_\_\_\_\_ NIS from the department\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Total of \_\_\_\_\_\_\_\_\_\_ NIS from the institute/ research center\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Total of \_\_\_\_\_\_\_\_\_\_ NIS from other recourse\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signing this document is a declaration I did not receive additional assistance recourses from the University of Haifa to pay for the traveling expenses.**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_