
Higher Degree by Research International Conference Travel Guidelines

1. The College of Science and Engineering encourages Higher Degree by Research (HDR) students to attend international conferences (both in Australia and overseas) and to present the results of their research.
2. For HDR students enrolled in the College of Science and Engineering, the College will contribute towards travel, registration and accommodation expenses associated with attending an international conference. Under normal conditions applicants will receive:
 - 2.1. - up to \$1,500, if the conference is outside Australia or New Zealand; and
 - 2.2. - up to \$500, if the conference is in Australia or New Zealand.

Students are unable to receive funding for the HDR International Student Travel Grant and the Elaine Martin Travel Grants scheme in the same year.

Students will be eligible for these amounts independent of other conference travel support they may have been awarded or be applying for. The total amount available for these awards will be \$15,000 in any one year. Up to two travel grants will be funded by the College International Conference Travel scheme per candidature. Only one application will be considered in any one round. Students are unable to receive funding from the HDR International Student Travel Grant in more than one round in the same year.

3. To be eligible for this support, an HDR student must:
 - 3.1. Have had a contributed or invited presentation at the conference accepted by the conference organisers. If the submitted presentation has not been accepted at the time of application, the student must provide evidence when it has been accepted as offers are made subject to confirmation of acceptance of poster/presentation;
 - 3.2. Provide a statement from his/her Principal Supervisor which identifies the relative importance of the conference to the particular area of research, and explains how attendance at the conference will benefit both the student's candidature and the overall research activity of the research area; and
 - 3.3. Normally have been enrolled in a HDR in the Faculty/College for at least the equivalent of 0.5 EFTSL (equivalent of 6 months full time study).
 - 3.4. Normally have completed HDR milestones as appropriate to length of candidature

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4. A College Working Group will receive and consider applications for HDR Student International Conference Travel scheme from College HDR students. Applications will normally be considered in 2 rounds for an international conference held within 12 months of the closing date. Retrospective applications will not be considered.

Closing Dates: Round 1 – 28 February
 Round 2 – 31 August

Where the full quota of grants has not been allocated in one round, the balance will accumulate to be available in the next round.

5. The College Working Group will determine the award of grants in accordance with this policy. Should the number of eligible applications in any round exceed available funds; applications will be ranked according to:

- 5.1. The duration of the applicant's equivalent full-time candidature at the time of commencement of the conference, in the following order:

Rank 1:	between 24 –36 months (5 points)
Rank 2:	between 18 –24 months (4 points)
Rank 3:	between 6 - 18 months (3 points)
Rank 4:	between 36 - 42 months (2 points)
Rank 5:	other time in candidature (1 point).

- 5.2. The relevance of the conference and associated activities to the applicant's research project (0-1 points).
 - 5.3. The support of the supervisor (0 - 1 points).
 - 5.4. The applicant's research track record relevant to the current project: papers accepted since the beginning of the candidature in refereed outlets (2 points) and papers submitted (1 point) to a maximum of 4 points.
 - 5.5. The applicant's previous Flinders University and/or Faculty/College of Science and Engineering support received for international conference travel (0 points for yes previous support, 2 points for no previous support).
6. Within one month of their return, awardees are required to submit a brief report outlining the benefits of the conference.