

## **Guidelines to Symposium Organisers for the Award of PSE Symposium Bursaries**

The Committee of the PSE makes available a number of Travel Bursaries to assist young researchers to attend PSE-sponsored symposia. Six bursaries will normally be awarded for each meeting.

The protocol for selecting and making these Bursaries is as follows:

### **1. ATTENDANCE.**

The Awardee must attend the conference.

The Chairman of the PSE or their representative will present a certificate confirming the award of the Bursary to the successful candidates during the conference.

### **2. ELIGIBILITY.**

- A) The Bursary can be given to a full-time student or to a post-doctoral research worker in their first postdoctoral position. All candidates must provide written evidence of their status in the form of a letter signed by their thesis supervisor or Head of Department.
- B) The Awardee must make a contribution to the conference either as a poster presentation or as an oral presentation. The selection of oral presentations is at the discretion of the Symposium Organiser.
- C) Preference will be given to those candidates who have not previously received a PSE Travel Bursary.
- D) Preference will be given to candidates who are already members of the PSE.

### **3. APPLICATION.**

Candidates for a PSE Symposium Bursary should contact the Organiser of the meeting as early as possible after the meeting announcement. The Organiser will supply candidates with this set of these guidelines and the application form. The Candidate should return the form to the Organiser with the necessary supporting material as early as possible and not later than the deadline set for the call for communications.

Applications received after this deadline will not normally be eligible for consideration for a Bursary.

The Organiser will inform the Candidate that their application has been received.

#### **4. SELECTION.**

The Organiser will supply the Chairman of the PSE with:

- The completed application form
- A curriculum vitae (1 page)
- An abstract of the proposed presentation (1 page maximum)

The Organiser will also provide a list of the candidates selected for a Bursary with a brief justification (selected for oral presentation, interesting subject....). The Chairman of the PSE will assess the selection in consultation with the Membership Secretary and the Vice-Chairmen.

These items should be provided to the Chairman of the PSE in electronic format

#### **5. REGULATION.**

The Chairman will supply to the Membership Secretary a list of the proposed awardees. The Membership Secretary will verify whether the candidate is a member of the PSE and whether the candidate has previously been awarded a Bursary.

#### **6. NOTIFICATION.**

The Organiser undertakes to select and notify the candidates within four weeks of the closing date for applications.

#### **7. BURSARY.**

The Bursary consists of:

- **An award of 250 euros.**

This may be taken as either

a reduction of 250 euros in the registration fee for the Symposium

*or*

a contribution of 250 euros towards the accommodation costs incurred in attending the Symposium

The Candidate's preference should be indicated on the application form.

- **Three years membership of the PSE**

## APPLICATION FOR A PHYTOCHEMICAL SOCIETY OF EUROPE SYMPOSIUM BURSARY

Thank-you for expressing interest in attending this meeting and for your request for sponsorship by the PSE. In order that your request can be assessed, you are required to complete and return this form by the earliest registration date to the meeting Organiser.

Name:	First name(s):
Establishment:	
Address:	E-mail:
Status (select one):	Thesis student <input type="checkbox"/> Post-doctoral researcher <input type="checkbox"/>
Member of PSE:	Yes <input type="checkbox"/> No <input type="checkbox"/>
Previous Awardee:	Yes <input type="checkbox"/> No <input type="checkbox"/>
If Yes, at which conference:	
Estimated budget (in euros):	Travel:
	Accommodation:
	Registration:
I wish for (tick one only)	Assistance with registration <input type="checkbox"/>
	Assistance with accommodation <input type="checkbox"/>
If successful in your application, how do you intend to fund the remaining costs?	

In order to consider your application, the Organiser must receive by the stipulated date:

- 1) The completed registration form for the Conference
- 2) The completed Symposium Bursary application form
- 3) A curriculum vitae (1 page)
- 4) An abstract of the proposed presentation (1 page maximum)
- 5) Proof of eligibility (letter indicating student/post-doctoral status)
- 6) Evidence of PSE membership

Items (2), (3) and (4) should be provided in electronic format.