**LSE SEAC PhD Conference Fund**

**Application Form**

**APPLICANT DETAILS**

|  |  |
| --- | --- |
| **Forename(s)** |  |
| **Surname** |  |
| **Email** |  |
| **Department** |  |
| **PhD Programme** |  |
| **Year of Study** |  |
| **Have you done your upgrade? (if not, write your planned upgrade date)** |  |

**DETAILS OF PHD PROJECT**

|  |  |
| --- | --- |
| **Thesis title** |  |
| **Supervisor** |  |
| **Research summary (include the tile of the paper you have been invited to present)** |  |

**CONFERENCE DETAILS**

|  |  |
| --- | --- |
| **Conference title** |  |
| **Conference organisers** |  |
| **Dates of conference** |  |
| **Location of conference\*** |  |
| **Title of Conference Paper** |  |
| **Have you already been invited to present?** |  |

\* Under the Covid-19 pandemic circumstances, virtual conferences are also eligible and SEAC will fund conference registration fees, provided that applicants present a paper.

**CONFERENCES COSTS**

Please give details of your expenditure under the following headings. Please note that any award made will only be a contribution towards your costs. You must provide documentary evidence in relation to your accommodation, travel costs (e.g., an e-ticket), the conference registration fee and confirm that you have obtained a cover note for the School’s Travel Insurance Policy.

|  |  |
| --- | --- |
| **Travel** |  |
| **Accommodation** |  |
| **Meals** |  |
| **Conference registration fee** |  |
| **Other (please specify)** |  |
| **Total** |  |
| **Have you secured another funding for the conference?**  **(If YES, how much is the award?)** |  |

**STATEMENT OF SUPPORT FROM PHD SUPERVISOR\***

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|  |

\* Supervisor statement can be sent separately to [seac.admin@lse.ac.uk](mailto:seac.admin@lse.ac.uk)

Supervisor’s signature and date:

**APPLICANT’S DECLATION**

In typing my name below, I show that I have read the call for application of SEAC PhD Conference Fund scheme on SEAC website and agree to abide by these conditions. I undertake to inform SEAC of any changes to my circumstances without delay. If, for any reason, I am unable to attend the conference, I agree to refund any award I may have received from SEAC without delay. I confirm that I have obtained a cover note for the School’s Travel Insurance Policy. I understand that false information will invalidate this application.

Applicant’s signature and date:

**Please submit the completed form along with a *two-page CV* via email to SEAC Centre Manager:** [**seac.admin@lse.ac.uk**](mailto:seac.admin@lse.ac.uk)