

Melbourne Scholarships Office

Melbourne Abroad Travelling Scholarships (MATS) Application

Application closing date: 5.15pm, 31st March and 31st August

Please refer to the Guidelines for full eligibility requirements, submission details and other important information: <http://cms.services.unimelb.edu.au/scholarships/pgrad/available/travelling/mats>

1. Personal details

Title: _____ Family Name: _____ Given Names: _____

Address: _____

Suburb: _____ Postcode: _____

Phone Number: _____ Student Number: _____

Email Address: _____

Preferred method of communication regarding the outcome of your application (please circle): Post Email

2. Candidature details

Are you a confirmed PhD, or other research higher degree doctorate, candidate? Yes No
[If no and you won't be confirmed by the closing date, please apply in a future round.]

Name of department: _____

Name of principal supervisor: _____

Thesis title (or research topic): _____

Month and year PhD commenced: _____ Expected completion date: _____

How many months of candidature (FTE) will you have completed at your time of travel? _____

Current enrolment status (please circle): Full-time Part-time

3. Travel itinerary

Please refer to **point 2** of the **Eligibility criteria** when completing this section.

Briefly summarise the destinations, timing, and purpose/s of your travel.
[Please do not leave blank or write 'see attached'.]

Overall Travel Dates - Date From: _____ Date To: _____

Primary Travel Purpose: _____

Destination 1: _____

Date From: _____ Date To: _____

Secondary Travel Purpose (optional): _____

Destination 2: _____

Date From: _____ Date To: _____

Please indicate if your intended travel is to a U21 University (see <http://www.mobility.unimelb.edu.au/u21/index.html> for full list of institutions) (please circle):
Yes No

Please indicate if you intend to undertake fieldwork in Asia and therefore qualify for consideration for the Riady Scholarship (check the website for further details - <http://cms.services.unimelb.edu.au/scholarships/pgrad/local/available/travelling/mats#riady>) (please circle):
Yes No

Please submit your application and the required documents to the Graduate Research Scholarships Team in the Melbourne Scholarships Office, University of Melbourne, Level 3, John Smyth Building (Building 197), Swanston Street, VIC, 3010.

Applicants are advised to keep a copy of their application for their own reference. Copies cannot be made once submitted.

4. Attachments

Attachment A: a detailed explanation of your trip. This must include:

- a statement that clearly explains what you plan to achieve whilst overseas and how your proposed travel will add value to your thesis but is not essential to the completion of it,
- an itinerary for your proposed travel. Your itinerary must list the dates (or expected dates), places you wish to visit, and explain what you plan to do at each place, and
- a list of the formal contacts/arrangements you have established or are establishing. You may wish to provide copies of relevant emails or advice of acceptance of conference papers.

Attachment B: a statement of support from your supervisor(s), head of department or postgraduate coordinator. The statement must:

- support the explanation of what you plan to achieve whilst overseas and explain how the travel is relevant and academically justifiable to your thesis* but is not essential to the completion of it,
- confirm that your budget costs are justified/reasonable,
- note how much money they will be contributing towards the cost of your trip, and
- identify for which of your budget expenses this money is allocated. If another source is providing the required additional funds, a statement should be provided by them.

*If the intended travel will occur between 36 and 42 months (full time equivalent) of your candidature this section of the department statement must clearly explain how the travel will add value to your thesis.

Attachment C: your budget for the travel, please use the budget proforma. You must detail all expenses and attach a quote for the cheapest airfare and additional travel insurance (if required).

5. Funding details

5.1 Have you requested funding for this trip from your:

- Department? YES NO Amount: _____

If YES, has funding has been: granted / not granted / decision pending

- Faculty? YES NO Amount: _____

If YES, has funding has been: granted / not granted / decision pending

5.2 Please detail all other sources of funding or other types of support you have received, or applied for, for this trip (include amounts and details of source).

5.3 Please summarise any travel grants you have previously received during your research candidature (include purpose, amounts, and dates). Do not include scholarships or awards which cover tuition fees or provide a living allowance eg. MRS, APA, IPRS.

5.4 Please list any scholarships or studentships that you currently hold (eg. MRS, APA, IPRS): _____

6. Applicant's declaration

I hereby declare that all of the information I have provided in this application is true and complete. I understand that there are severe penalties for providing false or misleading information. I have read the guidelines and attached all the required documents. I also understand that:

- decisions will be based on the criteria listed in the guidelines and all eligibility requirements must be met,
- if the GRSC deem my travel plans to be essential to the completion of my thesis, my application will be ineligible,
- given that the funds are limited and the selection for this scholarship is very competitive, submission of an application does not guarantee the award of a scholarship,
- incomplete and/or late applications will not be considered.

Signature: _____ Date: _____