

## The Graduate School of the Faculty of Natural Sciences and Technology

### Guidelines for funding conference participations of PhD students

Effective date: 17.05.2018

#### **Funding objective:**

The financial support allows PhD students of the Faculty of Natural Sciences and Technology, who participate in the interdisciplinary graduate school of the faculty, to participate in relevant conferences and meetings.

#### **Applicants:**

PhD students of the Faculty of Natural Sciences and Technology (hereinafter being referred to as the "Faculty NT"), who are registered in the doctorate list of the Faculty NT and who are admitted to the Graduate School. An application for funding is only possible as long as the evaluation and examination phase has not been initiated.

#### **Application:**

PhD students can apply for subsidies, if they have been members of the Graduate School for at least 10 months at the time of the application.

#### **Eligibility criteria:**

- Proof that the PhD students are giving a talk at the conference or are presenting a poster,
- Evidence for at least 4 SWS at lectures and/or soft skill courses, which they participated in during the Graduate School membership (evidence for at least 4 more SWS if a second funding is being sought),
- Submission of the application at least two months prior to beginning of the conference/departure.

#### **Application documents:**

- An informal application along with a motivation letter and a cost assessment,
- An endorsement from the supervisor,
- A brief progress report of the PhD studies,
- Evidence, that the PhD students are giving a talk at the conference or are presenting a poster,
- Evidence for at least 4 SWS at lectures and/or soft skill courses.

The application shall be submitted to the dean's office at least two months prior to departure. E-Mail is also possible ([dekanat-nt@uni-saarland.de](mailto:dekanat-nt@uni-saarland.de)).

#### **Funding amount:**

During the PhD studies, a maximum of two conferences or meetings per person, each with a maximum of € 1,000, can be funded.

A maximum of € 1,000 will be distributed per working group and year.

Conference fees and travel expenses (train journey 2nd class or flight economy class [the lower price is relevant]) as well as accommodation costs are financed. Meals and daily allowance will not be covered.

The dean's office examines the fulfilment of the eligibility criteria, and decides on the funding, taking the arrival order of the applications into consideration (there is no entitlement to receive subsidies).