



SURE student travel support Application Guidelines

SURE wants to support the active participation of high qualified students (Bachelor, Master PhD students) in SURE events (SURE conferences, SURE symposia, SURE workshops). This can include a reduction or skipped participation fee or subsidises of travel and accommodation costs. The association grants financial support of a maximum of 300,- Euro per application. The SURE support is connected with preconditions listed below (accepted presentation on the event, study level etc.). The applicant must be graduate (Bachelor, Master) or doctoral student. SURE provides each year a limited number of student travel support grants. The support from SURE can be requested with this form.

The application must be submitted to the SURE Secretary General (martina.artmann@hswt.de) at least four weeks before the SURE event. Each applicant can apply once per year for a SURE student travel support. In case of a positive decision of the SURE Executive Board the applicant will get a SURE Support Offer. The applicant has to confirm the acceptance of support by a confirmation letter. The confirmation includes the obligations:

- Applicant must be at least for one year a SURE member before the application for the student travel support (<http://www.society-urban-ecology.org/membership-benefits/>)
- Applicants with a close relationship with the SURE (e.g. collaboration with active SURE-members, conduction of SURE-internships, participation in previous SURE-events) are given preferential consideration in the event of equal qualification
- An active participation in SURE-event is an obligation (e.g. presentation, poster)
- Funded student must make visible on the presentation/poster that his/her participation was supported by the SURE
- Successful participation on the SURE event as in the application documented



- Delivery of the result of the participation (digital document of poster or presentation) to the SURE within four weeks after participating at the respective SURE event
- Delivery of short CV (half page with picture) for publication on the SURE webpage
- value of the support grant the students must provide the invoice and confirmation of the payment for this value related to accommodation, travel or fees
- Irrespective of the approved funding amount, the maximum amount paid out is the amount that can be proven for transportation and/or accommodation. Proof of expenditure must be provided in the form of appropriate receipts (e.g. hotel bill, boarding pass).

If SURE provides a financial grant to the applicant, the applicant has to deliver his/her bank account data and has to carry the transfer costs. Grants only will be paid after participating in the SURE event and fulfilment of the above-mentioned obligations.

Univ.-Prof. Dr. Jürgen Breuste
SURE President