

## **Travel grants for students-Edmond and Lily Safra Center for Brain Sciences**

The Edmond and Lily Safra Center for Brain Sciences, in its strive for academic excellence, supports the participation of the center's students in courses, workshops and conferences abroad, at which the participating students gives a lecture or presents a poster in the fields of brain sciences.

The grant is given to partially cover the travel expenses.

### **Requirements:**

- Must be a student of the Center's International PhD. Program.
- Participation in a course relevant to the students' work or a conference at which the applicant will be presenting his or her work – lecture or poster.
- Supplementary financial participation by the PI / host, department or the university.

### **Grant amount:**

The grant amount will be between \$500 and \$1000, depending on the destination.

### **Dates of application:**

- Only one application may be made during each academic year, which begins on the 1<sup>st</sup> of October and ends on the 30<sup>th</sup> of September, regardless of the date of the beginning of the school year. In any case, only one grant will be given during the university year. The date of receipt of the grant will be the determining date.
- The application must be submitted at least three weeks prior to the travel date.
- The applications will be reviewed by a scholarship committee headed by the Center's Director throughout the entire year. Following the committee's approval, the application will be sent to the Vice President of the university for approval.

### **Additional regulations:**

- Application for the grant does not constitute approval of receipt of the grant. Meeting the requirements is a mandatory condition. After that, the management will decide whether to participate and grant a travel scholarship.
- In the case of cancelation of the trip for reasons beyond the students' control (force majeure)-50% of the cancelation cost will be paid by ELSC and 50% by the PI or other body participating in the grant.

### **Process:**

1. The support grant request must be sent in PDF format to the following address: [scholarships@elsc.huji.ac.il](mailto:scholarships@elsc.huji.ac.il) along with the following documents:
  - Travel request form (Appendix A)
  - Recommendation letter by the PI, detailing the student's academic achievements, and/or the importance of the course/conference.
  - Overseas travel request form (Appendix B) – only paragraphs 1, 2 and 4 must be filled in.
  - Confirmations of registration and payment for the conference/course/workshop.
  - Summary of work/poster to be presented.
2. The grant will be transferred in one of the following ways:
  - Directly to the travel agency to pay for the airline ticket, if the ticket will be purchased via one of the following two travel agencies: "Thelma Tours" or "Disenhaus". Kindly contact one of the two agencies for a price quote. If you will find a price that is significantly cheaper on the internet and on condition that it is under \$1000, it may be purchased independently and you can receive a reimbursement up to the grant amount in accordance with the travel destination.
  - As reimbursement of expenses: per-diem, cost of conference participation/registration or hotel – the reimbursement will be paid after the trip and on condition that original receipts will be submitted.
  - In special cases, the grant will be given in cash at the airport for per-diem.

You must submit the 'detailed financial expenses abroad' form to the ELSC offices along with the original boarding passes up to two weeks after your return.