

**Margaret Elizabeth Lee Fellowship – Travel Fund**

Established in 1993 from a bequest from the will of the late Margaret Elizabeth Lee, of St. Asaph, Clwyd, who was so impressed by the work undertaken at the University.

**Application guidance/regulations**

1. The fellowship is open to all full-time students in the Faculty of Science and Engineering, University of Manchester, who are of British nationality, and normally reside in the United Kingdom.
2. The fellowship can be awarded to students who propose to undertake projects, visit institutions of higher education, or attend educational conferences outside of the United Kingdom which can be considered to advance their knowledge in the area of their studies.
3. Applicable to PGRs only - Applicants MUST have been accepted to give a talk or present a poster at the conference.
4. The maximum award will be £500. Only one application per student per academic year will be allowed. Payments are to be made via an expenses claim on return from the conference/visit.
5. Application forms are available from the FSE Teaching, Learning & Student Experience team and should comprehensively but concisely describe the purpose for which the fellowship is sought. The name of one referee (e.g. Academic Adviser, Director of UG/PGT) who may be asked to comment on the suitability of the activity should be included in the application.
6. Completed applications should be returned to the FSE Teaching, Learning & Student Experience Team by email to [fse-scholarships@manchester.ac.uk](mailto:fse-scholarships@manchester.ac.uk) and will be considered by a Faculty panel whose decision shall be final.
7. Funding is limited. Applicants will be considered on a first come, first served basis.



**Margaret Elizabeth Lee Fellowship Travel Fund**

**Application Form**

**General Information**

|  |  |  |
| --- | --- | --- |
| **1.** | **Applicant’s Name** |  |
| **2.** | **Contact Details** | Address:  Tel:  Email: |
| **3.** | **Student ID Number** |  |
| **4.** | **School** |  |
| **5.** | **Date, Duration and Location of Conference/Visit** |  |

**PGR applicants only**

|  |  |  |
| --- | --- | --- |
| **6.** | **PGRs only –**  **Title of Conference** |  |
| **7.** | **PGRs only –**  **Talk or Poster?** |  |

**Finance Information**

|  |  |  |  |
| --- | --- | --- | --- |
| **8 a)** | **Travel** |  | **£** |
| **8 b)** | **Accommodation** |  | **£** |
| **8 c)** | **Subsistence** |  | **£** |
| **8 d)** | **Miscellaneous (e.g. visas, materials, conference fees etc.)** |  | **£** |
| **8 e)** | **Details of any financial support already received** |  | **£** |
| **Total** |  |  | **£** |

**References and Supporting Statement**

|  |  |  |
| --- | --- | --- |
| **9.** | **Signature of Student** |  |
| **10.** | **Name of School Referee** |  |
| **11.** | **Signature of Referee** |  |
| **12.** | **Date** |  |

**In the box below please provide a statement detailing the relevance of this conference/educational visit to your research/programme and the benefits that will result from your attendance (500 word max):**

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| --- |
|  |

Please return this completed form by email to the FSE Teaching, Learning & Student Experience Team [fse-scholarships@manchester.ac.uk](mailto:fse-scholarships@manchester.ac.uk) or in person at Room B9, Sackville Street Building.