

## Travelling Fellowship Application Form

Checklist of items to be included with application:

- ☐ Letter of status from Head of Department
- ☐ Letter of support from Supervisor
- ☐ Letter of support from host laboratory
- ☐ Publication list (state if you have not had any work published)
- ☐ CV

### Successful applicants:

If an award is granted, we will require:

- (a) Acknowledgement of receipt of the cheque
- (b) Copies of all of your receipts, once you have returned from your trip
- (c) A 250-500 word **summary** of the results obtained from your visit for publication on our website

Surname	
First name(s)	
Status (e.g. postgraduate, post-doctoral fellow)	
Telephone number	
Email address	
Home laboratory address	

Host laboratory address and contact name (please provide full details, including country)	
Details of travel, including dates and duration	

Funding required to undertake your visit to another laboratory <b>If your application is successful we will require copies of all of your receipts, on your return.</b>	<input type="checkbox"/> Travel Type of travel (e.g. flights/train/car) and details of cost.	
	<input type="checkbox"/> Accommodation Type of accommodation (hotel/college/room rental) and nightly/monthly rate.	
	<input type="checkbox"/> Subsistence Allowance for food.	
	<input type="checkbox"/> Fees Visa fees or bench fees.	
	<b>Total (please state currency required):</b>	

<b>Funding amount requested in this application:</b>		
Funding sought from other sources (N.B. You can only apply to one journal for funding. Applications to multiple journals will not be accepted.)	<input type="checkbox"/> Self	
	<input type="checkbox"/> University	
	<input type="checkbox"/> Society	
	<input type="checkbox"/> Other	
Project title		
Abstract of the project proposal (maximum 100 words)		
Project proposal (maximum 1500 words)	To be provided on separate A4 sheets.	
How did you hear about our Travelling Fellowships? For example advert, on-line search, journal website, The Company of Biologist's website, postcard, recommendation.		

**PLEASE NOTE:**

- **IT IS YOUR RESPONSIBILITY TO ENSURE THAT YOU MEET THE CRITERIA REQUIRED TO APPLY FOR A DEVELOPMENT TRAVELLING FELLOWSHIP**
- **WE ARE UNABLE TO GIVE ANY GUIDANCE ON YOUR APPLICATION**
- **ANY REQUIRED INFORMATION OMITTED FROM YOUR APPLICATION WILL AUTOMATICALLY BE REJECTED**

**Application submission details:**

<b>Deadlines:</b>	* 30 April * 31 August * 31 December
<b>Mail:</b>	Charity Administrator The Company of Biologists Limited Bidder Building 140 Cowley Road Cambridge CB4 0DL UK
<b>Email:</b>	<a href="mailto:charity@biologists.com">charity@biologists.com</a>