Application for OLTECH Travel grants

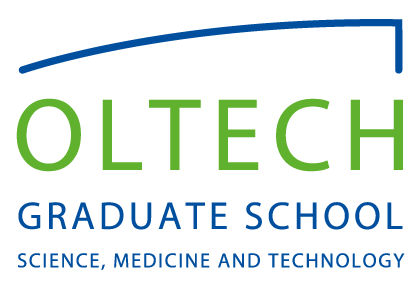
**Graduate School Science, Medicine and Technology**

**Information on your PhD study programme**

|  |
| --- |
| **Coordination/Managing directors**  Dr. Ferdinand Esser  Christine Steinseifer-Jeske  Phone: +49 (0)441 798 – 3648  oltech@uni-oldenburg.de |

**Graduate School Science, Medicine and Technology**

**NEUROSENSORY SCIENCE AND SYSTEMS**, for members of:  JRA Hearing4all  RTG SensoryBio  
 HAPPAA other:



**MOLECULAR AND NANOSCALE SCIENCE**, for members of:

RTG SensoryBio  Nano Energy Research  
  
 RTG Chemical Bond Activation other:

**Environmental Sciences AND BiODiversity**, for members of:  SFB Roseobacter  IBR  
 EcoMol other:

**RENEWABLE ENERGY**, for members of:  SEE other

**Mathematics and fundamental Physics**, for members of:  Models of Gravity

**MEDICINE AND HEALTH SCIENCES**, for members of:  RTG Oldenburg-Groningen Translational Research

***Other;*** please specify*:…………………………………*

**Personal Data**

|  |  |
| --- | --- |
| **Family name**  **First name** |  |
| **Status at the university** | member of university staff  stipendiary |
| **E-mail** |  |
| **Telephone** (at the University) |  |
| **Research group** |  |
| **Supervisor** |  |

**INFORMATION ABOUT the Conference / summer School / Lab visit**

***Please add the announcement or your participant confirmation!***

|  |  |
| --- | --- |
| **Title** |  |
| **Place** |  |
| **Date** |  |
| **Organised by** |  |
| **Conference / Summer School /lab visit** | international conference summer school lab visit |
| If conference: **Presentation** | poster  oral presentation  other: 🞎 |
| **Title of the presentation** |  |
| **Status** | submitted  accepted |

**Expected Travel costs**

|  |  |  |
| --- | --- | --- |
| **Conference / Summer School fee** | Fee (€)  Including meals?  [ breakfast  lunch  dinner  ] | € |
| **Travelling** | flight  train  private car  official car  tram/bus  others  ……………… | € |
| **Accommodation** \*1 | Number of nights: …….  Cost per night: ……... € | € |
| **Daily allowance**\*1 | Number of days: …...  Allowance per day: …… € | € |
| **Other costs** | Visa  other ……………………………. | € |
| **Total costs** |  | € |
| \*1 For further information please check:  <https://verwaltungsportal.uni-oldenburg.de/p/hub#/file/148824a253d24e008d4fdf75ad6dc05c>  <https://verwaltungsportal.uni-oldenburg.de/p/hub#/file/b18304c90b1147bc8cf606f4c6f2010a>  <https://verwaltungsportal.uni-oldenburg.de/p/hub#/file/44e5a9f7237f4b5bb943794d065b181c> | | |

**Funding**

*Please fill in all fields! The sum of points will be important for the internal ranking of the travel grant applications.*

|  |  |  |
| --- | --- | --- |
|  |  | **Points**  (completed by Oltech) |
| **Do you expect further co-financing of the travel costs**  **…by your working group?  Expected amount of the funding?**  **…by your PhD programme/ research training group  Expected amount of the funding?**  **…by others (e.g. the institute…)**  **Expected amount of the funding?** | YES / NO  YES / NO  €  YES / NO  €  YES / NO  € | *(co-financing = 1 pt)* |

|  |  |  |
| --- | --- | --- |
| **Did you apply for another travel funding (e.g. organizers of congress/school, subject-specific associations, etc.)?**  **If YES, please give us short additional information.**  Where did you apply for the grant?  Do you receive a travel grant  (When is the reply expected?)  Expected amount of the funding? | YES / NO  YES / NO /  Waiting for reply  € | *(further grant = 1 pt)* |
| **Have you already received a previous travel grant  from the Graduate School Oltech?**  **When?**  **Amount of the travel grant?** | YES / NO  € | *(no grant = 1 pt; 1 grant = 0 pt;  2 grants = -1 pt)* |
| **Sum of Points** |  |  |

**Additional Information**

|  |  |
| --- | --- |
| **Did you fill in the request for the authorisation of a business trip yet?** | YES / NO |
| **Did you already receive an advance on the travel costs?**  **Advance on travel costs:   Finanzstelle:   Kostenstelle:  Fonds:** | YES / NO  € |

**Check list of your documents to attach\***

|  |
| --- |
| □ 1. Announcement of the congress / Summer School or correspondence concerning the lab visit  □ 2. If you are already registered for the congress / Summer School, please attach a copy of the   confirmation.  □ 3. If you have already booked a train/flight, please attach a copy of the confirmation or receipt.  □ 4. If you have already booked accommodation, please attach a copy of the confirmation.  □ 5. If applicable, please attach a copy of the confirmation for other grants. |

**Signature**

|  |
| --- |
| Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

|  |  |  |
| --- | --- | --- |
| **For Graduate School Administration ONLY** | | Period |
| |  | | --- | | **Date of receipt** | |  | |
| **Travel Grant** | YES 🞎  NO 🞎 | |
| **Amount of the travel grant** | € | |
| **Special requirement for the grant** |  | |
| **Reasons for a refusal** |  | |
| **Signature** |  | |