

## Application for Short-Term CyCAT Staff/Student exchange

### 1. Applicant details

Full name:

Gender:

Nationality/ies:

Home institution:

Position (if student, please specify programme of study):

Work address:

Home address:

Phone (please specify work/home/mobile):

E-Mail address:

Homepage:

LinkedIn/Twitter profile (if applicable):

Any relevant existing visas:

Emergency contact (name/address/phone/email):

Please confirm you have permission from your employer/supervisor to participate in this exchange or that you require no such permission: yes/no

Have you attached a supporting statement from them, specifying, if appropriate, any additional financial support they can provide: yes/no

### 2. Details of planned exchange

Destination (organisation/location):

Dates (please state if flexible/relevant periods):

Host institution:

Department:

Main academic contact at host institution:

Please confirm you have attached a supporting statement from the host organisation that specifies their contribution to the visit (and financial support, where provided): yes/no

### 3. Support requested (approximate amounts)

*Please note that we will normally not award amounts over €1000 per person and application.*

Travel (flights/train tickets etc to host organisation and back):

Accommodation:

Subsistence and incidentals (meals, local transport, etc):

Other (please specify, e.g. travel insurance):

Support from other sources (please specify amount and source):

Please confirm that your acceptance of the travel grant, if offered, implies that you accept the maximum level of reimbursement that will be available: yes/no

#### **4. Objectives of the visit**

*Please specify the purpose of the visit and the target outcomes (up to 200 words).*

#### **5. Proposed activities**

*Please outline activities planned during the visit, specifying topics of work, collaborators, and other elements such as events that will be attended/organised, talks and presentations, work on publications and grant proposals, etc (up to 1000 words).*

#### **6. Confirmation**

By submitting this application, I commit to undertake the visit as planned if offered a travel grant and I accept this offer. I am aware that reimbursement of any expenses I personally incur will be subject to the rules of the CyCAT travel policy and can only be provided based on the requirements of the University of Edinburgh upon production of original receipts for all expenses, to be submitted at most 30 days after the end of the visit together with a scientific report and short blog post summarising the results of my visit. I also commit to abide by the rules and regulations of the hosting organisation. I understand that the CyCAT consortium and the University of Edinburgh do not provide any insurance cover during those visits and agree to make my own provisions for sufficient health, accident, and travel insurance.

Please confirm you have read the above statement and agree to comply with its stipulations.

Signed:

Date: