



## APPLICATION FORM

### University of Galway History Travel Bursary

<p><b>1 SURNAME</b></p> <p><b>2 FIRST NAME</b></p> <p><b>3 STUDENT ID</b></p> <p><b>4 POSTAL ADDRESS</b> <i>Please use a single address for all correspondence</i></p> <p><b>5 PHONE NUMBER</b></p> <p><b>6 EMAIL</b> <i>use NUI Galway email address</i></p>	
<p><b>7 DATE OF REGISTRATION</b> (this year)</p> <p><b>8 DEGREE PROGRAMME IN WHICH YOU ARE ENROLLED</b> <i>(e.g. Structured PhD, Traditional PhD, M.Litt)</i></p> <p><b>9 CURRENT YEAR OF STUDY</b> <i>(e.g. yr. 1, etc.)</i></p> <p><b>10 ATTACHED TO MOORE INSTITUTE/ CENTRE?</b> (yes/no, please specify.)</p> <p><b>11 TITLE OF THESIS</b></p> <p><b>12 RESEARCH SUPERVISOR(S)</b></p> <p><b>13 FULL TIME OR PART TIME</b></p> <p><b>14 Are you in receipt of a Scholarship / Fellowship?</b> If so, please give details.</p> <p><b>15 OTHER AWARDS</b> <i>Please give details of other awards or bursaries you have received this year</i></p> <p><b>16 PREVIOUS TRAVEL BURSARY AWARDS</b> <i>If yes, please state which years and which award(s).</i></p>	
<p><b>17 Have you requested an email recommendation from your supervisor?</b></p>	

## **18 REASONS FOR APPLICATION**

State the nature of each journey, and please provide a rationale in each case for the value to your research of the archive/ research travel proposed and how it will contribute to the development of your PhD thesis (up to 600 words per journey).

You should also provide a detailed breakdown of expenses for each journey in the boxes provided below.

**Journey 1: Destination****TRAVEL DATES** *(enter dates in format dd/mm/yy)***Depart:****Return:****No. of overnights:****ESTIMATED COST OF VISIT**

Travel

Accommodation

Subsistence

Other

Specify 'Other'

**TOTAL****Journey 2: Destination****TRAVEL DATES** *(enter dates in format dd/mm/yy)***Depart:****Return:****No. of overnights:****ESTIMATED COST OF VISIT**

Travel

Accommodation

Subsistence

Other

Specify 'Other'

**TOTAL****Journey 3: Destination****TRAVEL DATES** *(enter dates in format dd/mm/yy)***Depart:****Return:****No. of overnights:****ESTIMATED COST OF VISIT**

Travel

Accommodation

Subsistence

Other

Specify 'Other'

**TOTAL****Journey 4: Destination****TRAVEL DATES** *(enter dates in format dd/mm/yy)***Depart:****Return:****No. of overnights:****ESTIMATED COST OF VISIT**

Travel

Accommodation

Subsistence

Other

Specify 'Other'

**TOTAL**

## APPLICATION INSTRUCTIONS

- Download, save and complete the Application form and return as an email attachment to [enrico.dallago@universityofgalway.ie](mailto:enrico.dallago@universityofgalway.ie) with 'University of Galway History Travel Bursary application of ... (insert your full name)' in the **subject line of the email**.
- Remember it is essential that your supervisor(s) send(s) a recommendation on your behalf via email directly to [enrico.dallago@universityofgalway.ie](mailto:enrico.dallago@universityofgalway.ie) before the deadline.

## AWARD PERIOD AND REIMBURSEMENT PROCEDURES

- High quality scans or PDF versions of receipts should be sent to Helena Condon Administrator of the Department of History, Helena Condon ([Helena.condon@universityofgalway.ie](mailto:Helena.condon@universityofgalway.ie)). These should normally be submitted within 2 months of travel. For travel conducted in July and August, receipts should, however, be submitted by 31 August.

**No receipts submitted after 31 August can be reimbursed.**