**Conference Presentation Fund request form**

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| Student name: | IYALLA JOHN ALAMINA |
| ID No: | U1273400 |
| Conference details (Please also give breakdown of estimate conference costs): | UK SPEECH   * TRANSPORTATION - £80 * ACCOMMODATION – £200 * POSTER – £50 * FEEDING COSTS - £100 |
| Details of paper to be presented: | Deep Scattering End-to-End Speech Recognition |
| How will presenting at this conference support your research? | THIS WILL ATTRACT PEER REVIEW AND PARTNERSHIP FOR THE MAIN FINDINGS OF MY RESEARCH |
| Conference Type: | National □ International □ |
| Location of conference: | UNIVERSITY OF BIRMINGHAM, UNITED KINGDOM |
| Date of conference: | 24-25th JUNE 2019 |
| Amount requested: | £ 300 |
| Amount of support received from other sponsor (School Cost Centre, Research Council etc) | £ 130 |

**Support**

|  |  |
| --- | --- |
| I confirm that the student and conference above satisfy the set criteria. Cost centre XXX or XXX external body (please delete as appropriate) will cover costs over and above the £300 allocated for a national conference and £500 for an international conference. The student in question has satisfied all progress monitoring procedures to date and is not in debt to the University for tuition fees, approved programme costs, library fees or any other fees due. | |
| Main supervisor |  |
| Signature |  |
| Date |  |

**Approved**

|  |  |
| --- | --- |
| The School supports this application and will cover the expenditure outlined above. A dedicated school cost centre or external body (above) will cover any additional costs. | |
| UoA Co-Ordinator |  |
| Signature |  |
| Date |  |

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| --- | --- |
| School Cost Centre |  |
| External Body |  |

Please return the completed form to the SCE Research Office, Level 4 Spärk Jones building

**Additional Information re. Conference Presentation Fund**

**(School of Computing & Engineering internal form)**

**1)** If the total cost of attending the conference exceeds £300 for a national conference and £500 for an international conference, please state below how the remaining amount will be funded.

**£130 through cost centre**

**2)** The signatory understands that funding is provisional until evidence has been supplied to the School Research Office (Mr. Chris Sentance) that the conference has been attended and the stated paper presented. (Such evidence could be receipts and a copy of the conference proceedings).

**3)** The signatory understands that they are liable for any amount claimed from the fund if they do not subsequently attend the conference without valid & certifiable reasons.

Signed……………………………………………………………………….Date……………………

**Eligibility and How to Apply**

All students are eligible for one national and one international conference/exhibition in the life cycle of their study.   NB. This is only applicable if funding has not previously been granted through previous Conference Presentation Funding.  Any difference in amount from the CPF and the conference costs must be covered by a school overhead/ research account and/or an external body.  A paper/poster would be required.

Please remember, if you are booking an international conference please check whether you will be granted a visa before you place your booking, as some countries are not approving study visas.

Eligibility :

Students -

Must be of good standing with the University.

Apply for funding in advance of the event i.e. when the paper is submitted, students should not book and pay themselves. Retrospective claims will not be approved.

Will attend and present their paper or poster.

Must have not received the same type of Conference Presentation Funding previously (one national and/or one international conference) during their studies.

Upload their paper to the repository [e-prints](http://eprints.hud.ac.uk/)

Will provide a report on the event of around 500 words no later than a month after the event

How to apply:

Step 1 - Complete this Conference Presentation Fund Request form

Step 2 - Ask supervisor to sign it off

Step 3 - Hand signed form into School Research Office for processing

Step 4 - The form is sent for approval by UoA co-ordinator, once approved you will be

advised by the School Research Office

Step 5 - The booking will be made by the School R & E Finance Team

Step 6 - Follow up report submitted to School Research Office no later than a month after the event and paper uploaded to the repository [e-prints](http://eprints.hud.ac.uk/)

After the event:

Submit any claim forms with receipts to the School Research Office who will arrange re-imbursement.