Eligibility requirements:

Applicants MUST,

1. Have student status at the time of applying to SARMAC XV.
2. Be responsible for presenting the project.
3. Be present throughout the duration of the conference.

Please email your application and attachments as a single .pdf file to the SARMAC student caucus at [students@sarmac.org](mailto:mary.lyons@flinders.edu.au) by February 28, 2025.

It is the responsibility of the applicant to ensure that this form is completed in full, and that all information is provided under all relevant headings, including the required attachments. Incomplete or late applications may not be considered.

|  |  |  |
| --- | --- | --- |
| 1. **Project/Researcher Information** | | |
| **Your Name:**  **University/Affiliation:**  **Country:**  **Email:**  **Status**: Undergraduate  Graduate  **Year of Study:**  **Number of abstracts accepted to SARMAC 2025:** | | |
| **Have you sought funding from your institution?** Yes No  **How much funding will you receive from your institution?** $(USD) | | |
| **Project Title** (as it will appear in the conference program): | | |
| **Project Summary** (max. 100 words): summarise aims, significance, and main outcomes |  | |
| **Other researchers named on this project** (e.g., fellow students, supervisors): | |  |

|  |
| --- |
| 1. **Research Summary (expand as required)** |
| In no more than 500 words, please describe your project, and explain how it supports SARMAC’s mission to advance applied research in memory and cognition.  Make sure to include: the background for the research (with appropriate citations), the main research question(s), the method(s), the results, and a discussion of the theoretical and practical applications of the findings. You do not need to include a reference section.  Please write the summary in a clear and concise manner. |
|  |

|  |
| --- |
| 1. **Need for Travel Assistance (expand as required)** |
| Please explain your need for travel assistance, including what funding applications are pending\*, and why other funding sources cannot be obtained/used.  \**Please note it is the responsibility of the applicant to let the student caucus know if another funding application is successful so this can be taken into consideration when assessing applications.* |
|  |

|  |  |  |
| --- | --- | --- |
| 1. **Itinerary and Budget (expand as required)** | | |
| **Budget Items** (please specify calculations for amounts requested under the relevant subheadings; details for each amount claimed must be specified in the list below, and evidence of costs must be attached) | | **Amount Requested** |
| Airfares (dates, airline etc.) | | $ |
| Accommodation (dates, name of hotel etc.) | | $ |
| Other | | $ |
| **Total** | | **$** |
| **Attachments** | | |
| Evidence of costs/quotes |  | |

|  |  |
| --- | --- |
| **5. Benefit of Attending Conference (expand as required)** | |
| Please explain what you will gain from attending this conference. | |
|  | |
| **6. Certifications** | |
| I confirm to the best of my/our knowledge that:   1. All the details on this form are true and complete; 2. I have student status at the time applying to SARMAC 2025; 3. I understand that I am responsible for presenting the project; 4. I agree that if I receive a travel award, I will be present throughout the conference and that failure to do so will result in having to forfeit the award. | |
| Student name and signature: | Date: |
| Primary supervisor name and signature: | Date: |
|  | |