**The XVI ECSMGE Registration Fee Waiver Scheme**

**INFORMATION FOR APPLICANTS**

**BACKGROUND**

The Conference Organising Committee of the XVI ECSMGE is offering **Registration Fee Waivers** to up to 10 applicants. These are only open to those without the resources to pay the registration fee and who would not otherwise be able to attend the conference. The Fee Waiver will allow the successful applicants to have the following registration package:

* Attendance at the Cultural Event and Welcome Reception on Sunday Evening (13 September 2015)
* Attendance at the Whisky Tour in the Exhibition Hall on Monday Evening (14 September 2015)
* Attendance at all Scientific Sessions
* All lunch and tea and coffee refreshments throughout the conference
* Delegates bag and all conference materials
* An electronic copy of the conference proceedings

The Conference Organisation Committee will **not** provide any contribution to travel or accommodation costs for attending the conference. Applicants may wish to consider applying to the ISSMGE Foundation for support with these costs (<http://www.issmge.org/en/issmge-foundation>).

***Guidelines***

1. Applications must be received by Friday 1 May 2015.
2. Applications should be sent to Professor David Toll by email at [d.g.toll@durham.ac.uk](mailto:d.g.toll@durham.ac.uk).
3. Awards are made on a competitive basis at the discretion of the XVI ECSMGE Conference Organising Committee.
4. Applicants are expected to demonstrate on their application form the professional benefit to be gained by participation in the XVI ECSMGE.
5. Awards will only be made to those who would not otherwise be able to attend the conference.

*Preference* will be given to those who:

1. Have submitted a paper and will present either orally or in poster form in Edinburgh
2. Are based in Europe
3. Are younger members (aged 35 years or less)

Candidates who do not meet all three of the above criteria may be considered, but awards will only be made to those who would otherwise be unable to attend the conference due to financial constraints.

The application form should be completed in full, taking particular care to provide evidence of why an award is needed, what technical or professional benefit is likely to accrue from attendance, and what other sources of funding have been explored to cover travel and accommodation costs (as these will not be provided by XVI ECSMGE).

***Notification of outcome:***

An applicant can expect to receive a decision by 30 June 2015.

***Reporting on the benefits to the applicant of receiving the Award:***

After the conference, Registration Fee Waiver recipients are expected to submit a short 500-word article suitable for publication in the ISSMGE Bulletin, and should demonstrate the technical and professional benefits gained. The template for preparing this report can be downloaded from the ISSMGE website:

(<http://www.issmge.org/files/ISSMGE_FOUNDATION_template_-_Recipients_reports.docx>).