Department of Political Science and Government, Aarhus University

Application
Subsidy for international conference travel

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| CPR-number: |  |  |  |  |  |  | - |  |  |  |  |
| Position: |  |
| Name: |  |
| Address: |  |
| Postal code and city: |  |

|  |  |
| --- | --- |
| Purpose of the trip:(Use extra sheet if necessary. Enclose abstract, invitation, program, etc.) |  |
| Destination: |  |
| Time frame for meeting/conference: |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Estimated expenses:** | **Foreigncurrency** | **Exchangerate** | **Amount inDKK** |
| Transportation: |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Accommodation: |  | days @ |  |  |  |  |
| Hotel: |  | nights @ |  |  |  |  |
| Fees (not including lodging/board above): |  |  |  |
| Other expenses: |  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Total: |  |
| Subsidy applied for/awarded from other source (total DKK): |  |
| Date: |  | Source: |  |  |
| Total applied for: |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Applying for subsidy  | from department |  |  |
| from project |  | Project name: |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Has the applicant received travel subsidies from the department in this or in the two previous fiscal years? | Yes |  | No |  |
| If yes, please fill in: |
| Purpose: |  | Year: |  | Amount: |  |
| Purpose: |  | Year: |  | Amount: |  |
| Purpose: |  | Year: |  | Amount: |  |
| Purpose: |  | Year: |  | Amount: |  |
| Purpose: |  | Year: |  | Amount: |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Is the applicant presenting a paper at the conference? | Yes: |  | No: |  |
| Other comments: |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Date: |  | Applicant’s signature: |  |
| Department’s authorization: |  |