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| **Council for doctoral education (Fur)** Lotta Jäderlund | **Application to Fur** |

**Travel grant application for travel and accommodation grants (SLU or NOVA doctoral course)**

**Personal information**

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| **Last name, First name**  Click or tap here to enter text. | **Department**  Click or tap here to enter text. |
| **Postal code, City**  Click or tap here to enter text. | **Phone**  Click or tap here to enter text. |
| **E-mail address**  Click or tap here to enter text. |  |

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| **Name of the course; SLU or NOVA course; credits and where to find more information about the course.**  Click or tap here to enter text. |
| **Make an estimation of costs for travels and accommodation.**  Click or tap here to enter text. |
| |  |  | | --- | --- | | **Date**  Click or tap here to enter text. | Signature PhD student |   Signature main supervisor |

Doctoral students admitted to SLU can apply for travel grants when participating in SLU courses or NOVA courses.

The application should be made before the course starts and contain a cost estimate. The applicant is expected to choose the cheapest alternative. A maximum of 90 Euro per night for at the most six nights can be approved for accommodation. Only actual costs up to the approved sum are reimbursed.

The applications are processed as they arrive - there is no deadline. If the application is approved, the applicant will get a written approval stating that the Council for PhD Education guarantees a grant up to a certain amount.

It is recommended that all costs are paid by the department until the course is over and the applicant has received a course certificate. To get the reimbursement, the department sends an internal invoice based on the actual costs together with a copy of the course certificate to the Council for PhD education (Fur), (cost center 979).

**How do I submit my application?**

Send the application to the Council for PhD Education (FUR), either via e-mail (FUR-sekr@slu.se) or regular mail to the address below.

If you use e-mail, please convert the word-file to a pdf-file and ask your principal supervisor to sign the application using an [electronic signature (EduID).](https://internt.slu.se/en/support-services/administrative-support/legal-affairs-data-protection-info-management/info-and-archives-mgmt/digital-workflows-and-esignatures/) Then submit the approved application via e-mail.

Attn. Lotta Jäderlund, Box 7070, 750 07 Uppsala

**Contact:**

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