



Guidelines for IAN Travel Fellowship

- 1) Four International Travel Fellowships (ITF) of Rs. 40,000/- each
- 2) Scope of Fellowship: A Fellowship will cover *part or in full* of registration fees, accommodation and travel, based on the actual (details are given in the following table).
- 3) **Eligibility (See below):**
 1. **Age:** Age ≤ 40 years at the day of Conference.
 2. **IAN Membership:** A member of IAN (either Life Member/Life Associate Member/Associate Member) **for at least 2 years.**
 3. **Nationality, residence:** Indian National, residing and working in India.
 4. **Past recipient of ITF:** Had not received the fellowship from IAN in the past 3 years.
 5. **Past attendance of IANCON:** Had attended **at least one** National Conference of Indian Academy of Neurology in the past.
 6. **Abstract:** The Abstract must be accepted (as first author) for the Conference for Platform or Poster presentation (submit the Abstract at the time of application and forward acceptance letter when available)
 7. **Amount of each Fellowship:** Up to Rs. 40,000/- (Based on actuals)
 8. **Expenses which will be reimbursed:**
 - i. Registration fees for the Conference, ticketed/ paid sessions/ teaching sessions and courses
 - ii. Travel expenses (maximum reimbursement equivalent to return airfare by cheapest economy class; airport transfers; travel from hotel to conference venue)
 - iii. Hotel stay:
 - (a) Single accommodation
 - (b) Up to USD 100/ per day
 - (c) Food expenses up to USD 20/ per day

- iv. Visa fees
- v. Travel insurance

9. Expenses which will NOT be reimbursed: Paid banquet, Telephone, Internet, Laundry, Alcoholic Drinks, Mini-bar, etc.

10. Documents to be submitted after the Conference

- i. Attendance certificate
- ii. All original bills/ receipts, boarding passes/ tickets, receipts of hotel accommodation, meals, etc.
- iii. Details of Total expenditure and funding received from other sources
- iv. Brief report of the Conference and how it has benefitted the candidate

11. In case of multiple applicants, selection will be considered favorably if these are present:

- i. Attending first time an International Conference
- ii. Higher number of paper publications
- iii. No other financial support received
- iv. Working in Government Institution/ Medical college
- v. Student/ Younger age
- vi. Platform presentation/ delivering guest lecture
- vii. First time applicant for ITF

4) Applications will be invited twice a year:

- a. Two fellowships for January to June and July to December.
- b. Last date for on-line submission should be 31st October for those wanting Fellowships for attending Conferences in the first 6 months of the next year, and 30th April for those who desire to apply for Conferences for the last 6 months of the year.

5) On-line submission can be done

6) Applications should be sent to Secretary for scrutiny, which will be forwarded to Fellowship Committee for recommendation and recommendation

7) Fellowship Committee:

- a. 3-member committee
- b. Chairperson: Past-President
- c. 2 Executive Committee members