

Dear Astacologists,

The International Association of Astacology (IAA) is offering 5 Student Travel Awards for 2022, valued at \$500 USD each (cash), to assist students in attending the IAA23 symposium, and applications are now open for the IAA23 Student Travel Awards.

To be eligible to apply for a Student Travel Award, applicants must be IAA student members in good standing by the application deadline, and must be presenting at the symposium (poster or oral presentation).

Deadline and other dates:

- Deadline for Student Travel Award applications is the **10th February 2022**
- Applicants will be notified of application outcome on or before the **15th March 2022**
- The symposium early student registration deadline is the **31st March 2022**

Please see the Student Travel Awards application form below, which includes various details on the awards.

Note that IAA student memberships are free for the first year. However, processing IAA membership applications may take several days, so act early.

Membership forms for the IAA, and additional information on IAA membership are available at: <http://www.astacology.org/Membership.asp?uid=Guest>.

For IAA membership questions, contact Jim Stoeckel (the IAA Secretariat):
jimstoeckel@auburn.edu

All questions regarding the Student Travel Awards should be directed to the Chair of the IAA Student Travel Awards Committee (not the symposium organisers): j.furse@griffith.edu.au

We hope to see you at IAA23.

Sincerely
James Furse

Chair – IAA23 Student Travel Awards Committee

IAA23 Student Travel Awards

June 20 – 26, 2022 • Hluboká nad Vltavou, Czech Republic

Travel Award Application

Application Deadline: 10th February 2022

Please print or type clearly.

Full Name: _____ Address: _____

City: _____ State: _____ Zipcode: _____ Country _____

Work Phone: _____ Cell/Mobile: _____

Email: _____

University/Affiliation: _____

Are You: Undergraduate Student Graduate Student Are You: Male Female

Advisor Name: _____ Advisor Phone Number _____

Advisor Email: _____

Are you a current Student Member of the International Association of Astacology (IAA) with current dues paid? _____

Have you received an IAA travel award previously? _____ If so, which meeting(s) and what amount(s)? _____

IAA involvement (beyond meeting attendance): _____

Short statement of financial need: _____

Travel grant awardees **must** agree to volunteer at the symposium, if required. Please select all days you are available to assist:

Monday Tuesday Wednesday Thursday Friday Saturday Sunday

Additional Information Required by Application Deadline:

- 1) Completed abstract form (page 3)
- 2) Completed research goals & accomplishments form – not exceeding 1 single-sided page of text (page 4)
- 3) Faculty supporting statement form completed and signed by your faculty advisor – not exceeding 1 single-sided page of text (page 5)

Note: Faculty may submit their supporting statement form directly to James Furse

Please refer Travel Award rules on next page

Rules for IAA Student Travel Awards

****Please do not apply if you have full funding for your travel and attendance. Funds are limited and are intended to assist students who lack any, or have insufficient institutional or grant funding to attend.****

- Students applying for travel awards must be IAA Student Members in good standing (Dues **must** be paid and processed by the application deadline. Note that processing new membership forms may take several days). Recent graduates are eligible to apply if they are current Student Members.
- Eligibility – To be eligible, a student must:
 - be a Student Member in good standing,
 - be first author/presenter of an oral presentation or poster, and present at the symposium,
 - submit a complete application by the deadline,
 - agree to volunteer at the symposium
 - students may be asked to assist with limited volunteer duties at the symposium,
 - live beyond a reasonable daily commuting distance of the symposium venue, and
 - have financial need (students with full institutional or grant support for attendance are ineligible).
- Assessment Criteria – Applications will be ranked on the following criteria:
 - timeliness and completeness of the application,
 - quality of the research and abstract,
 - applicant's statement of goals and accomplishments,
 - financial need and/or lack of other funding,
 - faculty statement, and
 - IAA participation.

In the case of close rankings, priority may be given to students who have not previously received IAA travel awards.

If the number of highly meritorious applicants exceeds the number of available travel awards, the committee reserves the right to allocate awards so as to maintain a balance among disciplines and geographic distributions of recipients.

- Except in unavoidable situations, students who were previously selected for an award but (1) did not attend the symposium and did not notify the travel award committee 30 days in advance of the symposium, 2) did not give the agreed-upon presentation, or (3) failed to meet the volunteer requirement at the symposium, are not eligible for a student travel award.
- Travel award recipients will be notified by 15th March 2022. Additional awards may be granted later if funds become available.
- To actually receive funds, a student must:
 - Be accepted to give an oral or poster presentation for which they are the first author,
 - Register for the symposium at least 30 days before the symposium, and
 - Have satisfactorily met all conditions of the Travel Award (including volunteer duties, if required).
- Applying for an IAA Student Travel Award does not guarantee funding

Submit your application *via* Email to James Furse on, or before, the
deadline: 10th February 2022

Submit applications, and any questions to: j.furse@griffith.edu.au

IAA23 Student Travel Awards

Abstract Form

Note: submitting this form to the award committee does **NOT** submit your abstract to the IAA symposium. You must also submit your abstract through the meeting website.

All abstracts must comply with all symposium guidelines (e.g., format, abstract word limits, key words)

Please type or print clearly.

Date _____

Authors

Presenting author _____

Abstract (must be the same abstract submitted to the symposium):

IAA23 Student Travel Awards

Student Research Goals and Accomplishments Form

Student name _____ Date _____

Statement of your current, or recently-completed, research goals and accomplishments (please limit statement to this page):

IAA23 Student Travel Awards

Procedures, Rules, and Selection Criteria

Student Travel Awards

IAA Student Travel Awards will be granted to selected students who are IAA members in good standing and who will be the first author and presenter of an oral or poster presentation at the IAA biennial symposium.

Subject to available funds, the IAA Board will support student travel awards to: 1) assist and encourage student participation in IAA biennial symposia, and 2) promote and increase membership of the IAA.

All IAA Student Members in good standing who live beyond a reasonable daily commuting distance from the symposium venue and lack full institutional or grant support to cover attendance expenses are eligible. Recent graduates who are current Student Members may apply.

The IAA president and IAA Meeting Organizer will determine the number and amount of awards to be granted and the form of the awards (e.g., awards may consist of waived registration fee plus cash, or just cash, to the value of US\$500). The number of awards offered and any cash amount must be approved in advance by the IAA Board. The IAA Board may choose to offer smaller awards to students living closer to the meeting venue.

Typically around half of any cash component of the awards will be distributed to students by the IAA Secretariat via PayPal at least one week prior to the meeting. The balance of any cash component will be paid in cash at the meeting, or via PayPal after the meeting, after students have satisfactorily met all conditions of the Travel Award (i.e., delivered presentation and completed any volunteer duties at the symposium as agreed).

Student Travel Awards Committee

One year before the biennial IAA meeting, the IAA president will appoint a Student Travel Award Committee, including a committee chair and at least three additional IAA members. Ideally, members will represent at least three continents.

The Committee will:

- advertise the travel awards
- solicit applications, encouraging students to apply only if they do not have another funding source to cover their meeting costs
- establish the application deadline
- confirm applicant membership status with the IAA Secretariat
- rank applications and select awardees
- inform the applicants, IAA president, meeting organizer, and IAA Secretariat of the names of award recipients at least 2 weeks before the meeting early registration deadline
- explain to recipients how the awards will be distributed, and
- confirm that awardees are first author and presenter on an accepted abstract and have registered for the meeting 30 days prior to the meeting.

Committee members may not rank applications of their own students.

If additional funding becomes available, additional awards will be granted based on initial application rankings.

Eligibility Requirements and Limitations

- An applicant must be a current IAA Student Member in good standing as of the award application deadline.

This means that the current year membership fees must be paid and processed before the application deadline.

Note: it may take several days after submission of an IAA membership application for membership and fees to be processed.

- Students may be an undergraduate, MS or PhD student,
- Applicants must intend to make an oral or poster presentation at the meeting and must be the first author of that presentation, and give that presentation
- If an awardee fails to submit an abstract or register for the meeting at least 30 days before the meeting, the offer of an award will be withdrawn, and offered to another student,
- Students with full institutional or grant funding to support symposium attendance are not eligible to apply,
- Except in unavoidable circumstances, if a student fails to: (1) attend the symposium and does not notify the Travel Award Committee Chair 30 days before the symposium, (2) give a presentation as agreed, or (3) perform the agreed-upon volunteer hours/duties, any cash balance will not be paid and they will be ineligible for future travel awards.

Submission of Applications

- The complete application must be received by the application deadline. Failure to meet the deadline or to follow instructions will invalidate the application,
- The student must be an IAA member in good standing by the application deadline.
- A complete application must include the following completed forms:
 - ✓ Application form,
 - ✓ Abstract form,
 - ✓ Statement of research goals and accomplishments form,
 - ✓ Faculty supporting statement form, completed and signed by the applicant's faculty advisor. This form must include a statement of financial need.
- To apply, submit a complete application by email to the committee chair by the application deadline. Faculty statements may be submitted separately but must be received by the deadline.

Assessment and Evaluation Procedures

Members of the IAA Student Travel Award Committee will evaluate and rank all eligible applications.

To be eligible, a student must:

- be a Student Member in good standing,
- be first author/presenter of an oral presentation or poster, and present at the symposium
- submit a complete application by the deadline,
- agree to volunteer at the symposium
 - students may be asked to assist with limited volunteer duties at the symposium,
- live beyond a reasonable daily commuting distance of the symposium venue,
- lack full institutional or grant funding to cover costs of attendance.

Applications will be ranked on the following criteria:

- completeness and timeliness of the application,
- quality of the research and abstract,
- applicant's statement of goals and accomplishments,
- faculty statement,
- financial need,
- IAA participation.

In the case of closely ranked applications, the Committee may give preference to students who have not previously received an IAA Student Travel Award.

If the number of highly meritorious applicants exceeds the number of available travel awards, the Committee may allocate awards so as to maintain a balance among disciplines and geographic distributions of recipients.

IAA23 Student Travel Awards

Faculty Supporting Statement Form

The faculty statement should address the student's skill in and dedication to research, and the student's financial need (please state amount, if any, of other travel funding available).

The IAA intends that student travel awards should be awarded to students who lack full institutional or grant funding to attend the symposium.

Name of student applicant: _____

Faculty statement (Please limit statement to this page):

Faculty name (type or print) _____

Faculty signature _____ Date _____