**Australasian Registrars Committee**

**Professional Development Scholarship**

**How to apply**

Please refer to the **ARC Professional Development Scholarship Guidelines** before completing this application form.

Applications should be made on the appropriate Application Form and submitted and received no later than **5pm on** **Friday, July 27** to:

Shannon Hutchinson

Senior Registration Officer, Loans

Australian War Memorial

GPO Box 345

Canberra ACT 2601

Phone: (02) 6243 4221

Email: [shannonhut@gmail.com](mailto:shannonhut@gmail.com)

Applications will be assessed by a sub-committee of the ARC council. The successful applicants will be notified **by Friday, August 10.**

**Australasian Registrars Committee**

**Professional Development Scholarship**

**APPLICATION FORM**

**(Important: Please read the guidelines before completing your application)**

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| --- | --- |
| **Name:** |  |
| **Position:** |  |
| **Institution:** |  |
| **Postal address:** |  |
|  |  |
| **Telephone:** |  |
| **Fax:** |  |
| **E-mail:** |  |

**Outline the conference, workshop, course or internship for which funds are being sought:**

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**Please outline your professional experience, including relevant employment or work experience (note: unless stated otherwise, this outline should cover a minimum two year period to the present date):**

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**How is the conference, workshop, course or internship for which funds are being sought, relevant to your current role and what do you hope to achieve through the completion of this professional development opportunity?**

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**Support material:**

Applicants must attach the following support material to the application:

1. Written support to participate in the activity from the applicant’s employer, which should include a declaration regarding what financial support is available, if any.
2. In the case of an activity (such as an internship) written support from the hosting institution to support the applicant’s proposal.
3. One written reference from a professional referee.
4. Approximate funds required to attend (registration fees, associated travel costs and accommodation costs)

**Certification of Application:**

I hereby acknowledge that this application meets the criteria and eligibility as set out in the ARC Professional Development Scholarship Guidelines. Should my application be successful, I agree to the reporting and acquittal conditions as outlined in the ARC Professional Development Scholarship Guidelines. This includes submitting a report of 1500 words and 3 or more digital images, no later than a month from the end of the conference, for editing and publication on the ARC website and in the next published ARC Journal. The statements made in this application are true to the best of my knowledge.

|  |  |
| --- | --- |
| **Name:** |  |
| **Date:** |  |
| **Signature:** |  |