CAUTHE 2025 PHD SCHOLAR & EARLY CAREER RESEARCHER CONFERENCE BURSARY

**INFORMATION AND APPLICATION FORM**

## General Information

The CAUTHE Executive invites applications for PhD student and Early Career Researcher (ECR) bursaries to support attendance at the [CAUTHE 2025 conference](https://leishman.eventsair.com/cauthe-2025-conference/call-for-papers) (10-13 February), to be hosted in Meanjin (Brisbane), Queensland. The aim of the scheme is to provide benefits to Chapter, Affiliate and individual members, encourage membership and encourage the submission of full-refereed papers for the annual conference. Further details and a short application form are below.

## Scheme Details

The bursaries will include PhD/ECR workshop and conference registration fees, and up to AU$1000 for travel, accommodation and other expenses that will facilitate access to the CAUTHE 2025 conference. A bursary certificate will be presented at the PhD/ECR workshop.

To be eligible for a PhD bursary, applicants must:

* Be enrolled as a full- or part-time PhD student (in tourism, hospitality, events or a related field);
* Be an individual Student or Associate member, or join as an individual member of CAUTHE;
* Be enrolled and/or employed at a CAUTHE [Chapter](https://cauthe.org/services/members/chapter/) or [Affiliate](https://cauthe.org/services/members/affiliate/) member institution; and
* Submit a full-refereed paper to the CAUTHE 2025 conference, with the only acceptable co- authors being the author’s registered supervisors.

To be eligible for an ECR bursary, applicants must:

* Have completed your PhD within five years of the conference start date;
* Be an individual Associate member, or join as an individual member of CAUTHE;
* Be employed at a CAUTHE Chapter or Affiliate member institution; and
* Submit a full-refereed, single authored paper to the CAUTHE 2025 conference.

 In addition to the above criteria, applicants must:

* Have the paper accepted by the conference reviewers as a full-refereed paper;
* Provide a statement outlining your need for funding;
* Provide a supporting statement from your supervisor or institution’s Chapter director; and
* Be prepared to submit a conference report and photo for the CAUTHE newsletter following the conference, if your application is successful.

## Deadlines, Application and Selection

* Submit the ***full paper*** electronically via the [CAUTHE 2025 Conference portal](https://leishman.eventsair.com/cauthe-2025-conference/call-for-papers) by submission deadline.
* Please complete the application form attached to these guidelines and submit the application to cauthe.secretariat@gmail.com by 15 November 2024.
* The award will be made based on the merit of the paper, to be decided by a committee of the CAUTHE Executive based on the paper reviewer comments and with reference to the statement outlining the need for funding and supporting supervisor/Chapter director’s comments.
* Recipients will be eligible to receive only one bursary/scholarship for a given conference.
* Conference registration is non-transferable.
* Applicants will be notified no later than 30 November 2024 on the outcome of the application to meet Early Bird registration deadlines.
* The bursary funds will be remitted after the close of the conference and on receipt of invoices.

**CAUTHE 2025 PHD STUDENT/EARLY CAREER RESEARCHER CONFERENCE BURSARIES**

**APPLICATION FORM**

**SUMMARY INFORMATION**

|  |  |
| --- | --- |
| **Title (Mx, Mr, Mrs, Ms, Dr, Prof)** |  |
| **First Name** |  |
| **Last Name** |  |
| **Chapter/Affiliate Institution** |  |
| **Application for (tick one)** | □ PhD student scheme **□** ECR scheme |

Short statement outlining need for funding (maximum 200 words):

Supporting statement from Chapter or Affiliate institution (Supervisor, Chapter/Affiliate director or nominee)
(maximum 200 words):

## Name of Supervisor, Chapter/Affiliate director or nominee:

**Signature Date**

**APPLICANT CHECKLIST**

Please complete:

|  |  |  |
| --- | --- | --- |
| 1. Previously been awarded a CAUTHE bursary? | **Yes** | **No** |
| 2. I confirm that I have submitted a full-refereed paper to the CAUTHE 2025 Conference, with the understanding that I can publish the paper either in full or as an abstract only in the proceedings. | **Yes** | **No** |
| 3. I confirm that I am the ***primary*** author (with the only acceptable co-authors for PhD bursaries being the author’s registered supervisors). | **Yes** | **No** |
| 4. I confirm that I am an individual Student or Associate member of CAUTHE. | **Yes** | **No** |
| 5. I have provided a short statement outlining my need for funding. | **Yes** | **No** |
| 6. I am enrolled or working at a CAUTHE [Chapter](https://cauthe.org/services/members/chapter/) or [Affiliate](https://cauthe.org/services/members/affiliate/) member institution.. | **Yes** | **No** |
| 7. I have a supporting statement from an eligible institution supervisor, Chapter director or nominee. | **Yes** | **No** |
| 8. I confirm that if I am successful, I will register and attend the PhD/ECR workshop and full conference. | **Yes** | **No** |
| 9. I will submit the invoices for expenses I incurred for travel to the conference. | **Yes** | **No** |
| 10. I will submit a conference report and photo for the CAUTHE newsletter by the end of February following the conference, if my application is successful. | **Yes** | **No** |

## Applicant signature \_ Date

## Submission

Submit the full paper electronically via the [CAUTHE 2025 Conference portal](https://leishman.eventsair.com/cauthe-2025-conference/call-for-papers).

If you have any questions about the Bursaries, please contact Dr Aaron Tham <mtham@usc.edu.au>

Email the completed ***application form*** to Penny Jose <cauthe.secretariat@gmail.com>by 15 November 2024.