



To Heads of Department/CA contacts

THE CLASSICAL ASSOCIATION

Student Bursaries

1. The Scheme

As in previous years the CA is offering a limited number of bursaries to students wishing to attend the CA Conference, held this year on **7-10 April at Cardiff University** (for the conference programme, please see [http://www.classicalassociation.org/Events/Conference booklet 2010.pdf](http://www.classicalassociation.org/Events/Conference%20booklet%202010.pdf)). Kindly note that the awards are open to **PGCE, graduate and undergraduate** students in all years, whether full-time or part-time. The CA is particularly receptive to applications from PGCE students, but otherwise has no preferences as between different categories. Funding is available for up to the equivalent of 60 full bursaries in all, including both this scheme and that for school teachers (advertised separately).

2. Full and Part Bursaries

The default student bursary for this conference is the half bursary of £250, which will cover Conference Fee and all meals, including the Conference Dinner, but not accommodation. Full bursaries, covering Conference Fee, all meals, including the Conference Dinner, and accommodation (to be booked direct by the CA) will be awarded **ONLY** where a case is clearly and explicitly made for demonstrable financial hardship (e.g. inability to attend/fulfil commitment to speak without full financial support).

Please note that recipients of full bursaries **must** stay at the hotel at which they are booked or else forfeit the accommodation element of their bursary: no cash alternative is available, and the CA will not pay for bursars to stay elsewhere. Applicants for full bursaries should therefore **not** book any accommodation while their applications are still pending. The CA will make bookings on successful applicants' behalf. Applicants for half bursaries will be expected to book their own accommodation.

Colleagues are invited to submit the names, in order of priority, of up to three FTE bursars in any combination of full and half (i.e. the maximum number of nominees is 6 x half bursaries). The order in which names are

listed should reflect the nominee's financial needs, the academic benefits of attending for that nominee, and the nominee's academic merits. **BUT** as noted above, in order that as many individuals as possible are able to attend, it is envisaged that the half bursary will be the norm for this conference; nominations for full bursaries must therefore make it clear that the nominee has no access to any other form of personal or institutional funding, as well as making the normal case on grounds of desert/merit. Full bursaries will not be awarded where departments have failed to specify genuine financial need. By the same token, please do not nominate for half bursaries students who will be unable to attend on anything less than a full bursary. Departmental contacts are responsible for identifying and prioritizing students' needs.

It is expected that, if demand remains at previous levels, departments will receive at most 2 to 2.5 FTE bursaries. Some nominees will inevitably be disappointed. It is therefore **very important** that nominations should be prioritized.

Please note that we cannot consider any proportions other than full or half bursaries and that we cannot accept more than six nominations (3 FTE) from any one department. All nominations must be on the official form, which may be downloaded from <http://www.classicalassociation.org/Grants/Bursary Form 2010.doc>.

3. Applications

Please complete the application form by downloading from <http://www.classicalassociation.org/Grants/Bursary Form 2010.doc> for electronic completion, and return it to me by **e-mail attachment ONLY** not later than 29 January. Late applications cannot be accepted. I shall let you know the outcome of the competition by 8 February. When you receive notification of awards, please follow the instructions which it will contain, including passing on to successful candidates the enclosed booking forms and the related information.

Professor Douglas Cairns
douglas.cairns@ed.ac.uk

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