



TASMANIAN UNIVERSITY MEDICAL STUDENTS' SOCIETY

TUMSS Conference Support Policy (Updated Sept 2018)



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INTRODUCTION

The Tasmanian University Medical Students' Society (TUMSS) is the peak representative body for medical students at the University of Tasmania. TUMSS is a student run organisation which aims to improve and support the academic and social wellbeing of all medical students across Tasmania. It is an affiliated society of the Tasmanian University Union (TUU) and has close ties with the Australian Medical Students' Association (AMSA), the Australian Medical Association (TAS), the Tasmanian University School of Medicine and other medical bodies.

As part of the academic support for our constituents, TUMSS is committed to enabling access to medical conferences throughout Australia and even internationally. In the past we have had students receiving funding for conferences in the UK, Asia, Europe, USA and of course locally across Australia.

In return for TUMSS Conference Support, delegates are representing both UTas and TUMSS. Recipients must submit a report for TUMSS publication which serves to inform and encourage their fellow students.

We sincerely encourage all medical students to take the opportunity to attend and present at conferences whilst in medical school and we certainly look forward to supporting you in this endeavour.

For all enquiries or if you have any suggestions related to the TUMSS Conference Support Policy, please contact vpacademic@tumss.org.au



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OUTLINE OF THE POLICY BUDGET

The amount of funding available for Conference Support is spread out evenly over two distribution periods. The first period runs for conferences scheduled from February to July and the second runs from August to January. Any unused monies from one distribution period may be rolled-over to the next, at the discretion of the TUMSS Executive.

Application deadlines are as follows:

1. First distribution period: April 1st
2. Second distribution period: August 1st

Funding is available for students in three categories: those delivering an academic presentation, those attending a global health related event and those attending another conference or meeting for academic career development.

Single applicants may receive no more than \$700 per application, and applicants may not receive conference support funding for more than one conference, meeting or presentation per year.

SELECTION CRITERIA AND APPLICATION PROCESS

1. Applicants must be financial members of the Tasmanian University Medical Students Society
2. Applicants must be enrolled medical students (Honours students included) at the time of the conference
3. Applicants must correctly complete and lodge an electronic application form to vpacademic@tumss.org.au to be eligible for Conference Support
 - a. Joint applications may be made, with respect to points 1 and 2. These individuals may not also apply for that same conference either as an individual or as part of another joint application
 - i. Funding is supplied *per* application.
 - b. The latest application form and policy can be found on the TUMSS website
4. Applicants can apply for multiple conferences and each application will be taken separately into consideration
5. Applicants must adhere to the timeframes specified in this document, late applications will not be taken into consideration
 - a. Conferences that cross over distribution periods will be regarded as being part of the earlier distribution period and the relevant deadline will apply
6. Applications for Conference Support shall be open to all events that may enhance the career and aspirations of the applicant, or the academic or cultural life of TUMSS
7. Funding includes monetary assistance for attendance/registration fees, flights and/or accommodation
 - a. Applicants must detail the amount being asked for per criteria
 - b. Attendance/registration fees will take priority when the number of applications exceed the amount of funding available for distribution
 - c. Under no circumstances will monetary assistance be provided for alcohol or social events.
 - d. The AMSA National Convention is not eligible for Conference Support
8. As part of the application process, the applicant must declare all other sources of funding and the amount received, as per the application form
 - a. This information must be provided, even if not finalised
 - b. Any unused money is to be returned to TUMSS
 - c. Alternate funding may affect the amount of Conference Support received. It is entirely possible funding may not be received dependent on the amount received from other sources
9. Any false declarations may render all applications by the applicant/s void and may affect all other members of any joint applications
10. Recipients of TUMSS Conference Support will recognise a debt to the Society to be repaid in the form of presentation of material and/or other means of recompense to be determined before funding is received. This will usually be required in the form of a report for submission into *Centaur* or to be put onto the TUMSS website or for any other publication as deemed appropriate by the TUMSS Executive. Delegates attending the same conference are able to compile a report together. Details will be provided upon successful application

Any queries regarding the selection criteria and application process may be directed to TUMSS at vpacademic@tumss.org.au



ALLOCATION PROCESS AND OTHER TERMS AND CONDITIONS

1. At the close of the application period, the Vice-President (Academic) will notify the School of Medicine (SOM) of any applications received and will make them available to their representative for evaluation in advance of a subsequent meeting
2. The VPA and SoM will consider every application on its merit, specifically the feasibility and merit to both the applicant and TUMSS:
 - a. The potential benefit to the career and aspirations of the applicant
 - b. The potential benefit to the academic and cultural life of TUMSS
 - c. Any previous support the applicant has received from TUMSS
 - d. The enthusiasm and ability of the applicant to present conference material to TUMSS
 - e. The adherence of the application to other sections of this policy
3. The VPA and SoM retains the right not to distribute any funding if it deems no suitable applications have been made
4. The VPA and SoM retain the right to interpret the selection criteria at their complete discretion, including the ability to waive any specific criteria if the applicant is so extraordinary as to warrant additional support
5. All applications for Conference Support will be granted or denied at the complete discretion of the VPA and SoM and no correspondence will be entered into
6. Change in circumstances that affect a recipients application and subsequent eligibility for funding will require a review of the application and unused monies must be returned to the funding pool for redistribution to other applicants
7. As per the deadlines, funding will only be provided once the report is received, as such, TUMSS do not accept financial liability from the cost of attending any conference, as funding is not guaranteed in advance
 - a. Funding may be significantly delayed if parties are late in submitting a report or due to other commitments of the VPA or SoM representative.
 - b. Hassling of any TUMSS representative will not be tolerated and may result in a void application
8. Funding will be in the form of an electronic bank transfer or cheque and notified by email

Any queries regarding the allocation process, terms and conditions to be directed to vpacademic@tumss.org.au

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This document is produced by the TUMSS Executive in good faith with support and input from its members. The TUMSS Executive retains the right to interpret this document in any way whatsoever and no correspondence will be entered into. TUMSS accepts no responsibility for any financial liability related to the cost of any conference outside of any successful funding; Conference Support is not guaranteed.

The TUMSS Executive reserves the right to amend this policy at any time. It may be superseded or updated at any time. For the latest version, please refer to the Conference Support Policy on the TUMSS website