

# **Terms of reference for travel awards/conference support for students for attending conferences**

## **MAC ID Travel awards for students for attending conferences:**

**Manipal Center for Infectious Diseases (MAC ID)** was launched with an aim of fostering research and training collaborations in the field of infectious and tropical diseases. To promote interest in Infectious diseases research, travel awards will be awarded to Students conducting research in the area of Infectious Diseases (ID) and presenting ID related study findings in conferences.

### **Eligibility and terms of reference**

- Undergraduate /Post graduate Students are eligible for the travel awards
- Student should be presenting a paper/poster pertaining to a study conducted in MAHE (not individual case or case series) at State /National/International conferences within India to be eligible for travel award
- Poster/Paper should be pertaining to the field of Infectious Diseases
- This award is applicable to virtual (registration fees only) / Hybrid Conferences.
- This paper should not have been previously presented anywhere else (to be certified by the guide and the Head of the Department)
- Student should not be availing any other scholarship for attending the same conferences
- A student may avail the travel award only once in a financial year
- INR10000 will be awarded for attending the conference which may cover registration, travel and accommodation. Hotel tariff limit is INR 2500/day.
- A total of 8 travel awards will be instituted per year (4 in each half of the financial year). Students may apply any time of the year. Upon selection of 4 awards for the half of the year, the competition will be closed for that term and it will be notified on MAC ID website along with the date of reopening of the award competition for the next term. If the awards are not instituted for the first half of the financial year, it may be carried over to the second half of the financial year.

- A request must be sent to [macid.mu@manipal.edu](mailto:macid.mu@manipal.edu) at least 1 month prior to the date of presentation in the prescribed format, along with the proof of acceptance of the paper by the conference organizing committee.
- Two core committee members of MAC ID will select/approve the awardees. However, if there is no consensus between two Reviewers, decision will be taken in consultation with MAC ID coordinator.
- All papers must carry the name of MAC ID and Manipal University along with the name of the authors, department, institution and affiliations.
- Reimbursement of all the expenses will be made only on claims which are supported by vouchers, receipts etc. (a maximum of INR 10,000) and on the production of certificate of attendance. The claims for reimbursement must be sent within 10 days of attending the conference.
- **Payment to the foreign entity should be processed through MAHE Finance. Before Making Payment to the foreign entity kindly contact MAC ID.**