



FISITA Student Travel Bursary

Terms & Conditions

- 1) The aims of the scheme are: to promote the international experience of students and young engineers and to foster the interdisciplinary and global aspects of the education of young engineers.
- 2) It is the responsibility of the applicant to make all necessary arrangements for the proposed placement. FISITA cannot assist with any arrangements, travel, visas etc...
- 3) The proposed placement must be to another country outside the applicant's home country; typical host organisations include industrial companies, research, government or higher education establishments. The period of the proposed placement is completely flexible, but typically might range between 2 and 12 weeks.
- 4) Applications are only acceptable from students and young engineers in full time higher education who are members of one of a national FISITA member society (list of societies at www.fisita.com/membership/members).
- 5) Bursaries are awarded at the discretion of FISITA based upon the merit and viability of the proposed placement. The maximum bursary award will not exceed EUR 2,000.
- 6) Awards are made on the strict understanding that the funds will be used solely for the purpose of travel & accommodation directly connected to the work / study placement detailed on the application form. FISITA reserves the right to recover funds deemed to have been awarded under false pretences. This includes any substantive changes to the proposed placement which have not been approved by FISITA prior to commencement.
- 7) Submissions via an application form (available on the web) must include a supporting statement (not more than 200 words) of how the proposed work experience opportunity meets FISITA's mission. Some evidence of other funding to meet part of the overall costs would normally be expected.
- 8) Applications will be assessed in two stages. In the preliminary stage the application will be assessed to check its completeness, overall viability and compliance with FISITA's goals. If successful, referees' comments will then be requested. At the second assessment stage, the application, together with the referees' comments, will be scrutinised by a sub-group of FISITA officers who will then decide on any award to be made.
- 9) FISITA's decision on any application is FINAL. FISITA will NOT enter into any communication with applicants regarding unsuccessful applications.
- 10) FISITA will attempt to deal with all applications within four weeks of receipt of the referees' comments accompanying the application. Applicants will be notified by mail/email. Decisions will be final and FISITA will be unable to enter into further correspondence about the assessors' comments.
- 11) The referees should include one from the student's educational institution and one from the proposed work placement institution. Their comments will be sought by FISITA if the application passes preliminary scrutiny.
- 12) A report of around 500 words, countersigned by the applicant's placement supervisor, must be submitted to FISITA no later than 4 weeks after the completion of the placement. The report should describe the placement, including a brief summary of the work undertaken by the applicant, together with the skills and experience gained (both technical and cultural). The report should address how the placement has been of benefit to the applicant in relation to his / her course of study, new skills learned, future career prospects and personal development. If a satisfactory report is not submitted within that time, FISITA will consider it a breach of the Terms & Conditions and may insist that the funds be returned.
- 13) An award may only be made once to any individual.