Student Travel Grant - 2026 Application

Name: _____

Position: _____

Institution: _____

Mobile: _____

Email: _____

Please ensure all sections of the application are completed.

- The ACTRA student travel grant is offered to students who apply and demonstrate outstanding research efforts in the fields of toxicology, ecotoxicology, exposure science and/or risk assessment.
- A discretionary number of student travel grants are awarded per year
- Each student travel grant consists of one free conference registration (including dinner) to the ACTRA ASM on 03-04 September 2026, plus economy airfares and accommodation for the duration of the ASM (to be organised by ACTRA Conference Managers). The grant does not include registration to the ACTRA Continuing Education Day on 02 September 2026. Students wishing to attend the CE Day can register for this separately; registration fees apply. Additional accommodation required will be at the expense of the student. Requests to attend the CE Day must be made before travel arrangements are confirmed.

Section 1: Assessment Criteria

All submissions will be objectively reviewed and assessed by a pre-selected panel of ACTRA members. They will be scored against assessment criteria. Cognisance will be given to:

- Formatting of submission (including adherence to word count; imaginative use of figures, references or tables etc.)
- Readability and being easy to follow
- Enthusiasm conveyed in your cover letter may also contribute to the final score

Section 2: Student Travel Grant Eligibility

Please indicate which of the eligibility criteria you meet. Proof of eligibility must be attached to your application:

☐ Currently enrolled in an undergraduate degree conducting original research in the fields of toxicology, ecotoxicology, exposure science and/or risk assessment.

☐ Currently enrolled in a postgraduate degree conducting original research in the fields of toxicology, ecotoxicology, exposure science and/or risk assessment.

☐ A recent undergraduate or postgraduate student who conducted original research in the fields of toxicology, ecotoxicology, exposure science and/or risk assessment. A recent graduate is taken to mean the relevant degree was successfully conferred within 12 months of application.

Section 3: Provide a Cover Letter

On a separate page, provide the reason(s) you are requesting the ACTRA ASM travel grant and how you believe it will help you. Explain why you are interested in attending the conference (must be in pdf or word format). This should include:

- Justification for importance of the research and
- Innovativeness of the research and potential scientific impact.

Section 4: Abstract

- Your abstract submission can be up to one A4 page in length
- Your abstract must not exceed 300 words
- Your abstract must clearly state the objectives and content of your proposed contribution
- Your abstract should spell out any acronyms in the first instance
- Your abstract may include figures, tables, diagrams and illustrations but no photos
- All abstracts must be submitted in Microsoft Word
- All abstracts must adhere to the template formatting requirements (see Abstract template)

☐ If I am unsuccessful for a travel grant I wish my abstract to be considered for the ASM program on the understanding that I will be responsible for all expenses; registration, travel and accommodation where required.

Section 5: Checklist

☐ I have written and attached a cover letter addressing the requirements above

☐ I have completed and attached an abstract which adheres to the requirements above

☐ I have attached supporting documentation to confirm my current/recent enrolment in the relevant degree, e.g. scanned copy of my student ID, enrolment papers, conferral certificate of degree, supporting letter from my supervisor, etc.

☐ I understand that if accepted, I will need to present my research in person at the ACTRA ASM in the designated time slot allocated to me

Section 6: Successful Candidates

ACTRA ASM Conference Team, in consultation with successful candidates outside of Newcastle, will organise travel and accommodation for the student(s) to attend the ACTRA ASM. Successful candidates will be allocated a time to orally present their work at the ACTRA ASM. In addition to being presented with a certificate at the conference, the candidate's success will be publicised in ACTRA's E-newsletter and on our LinkedIn homepage.

Please return this completed application form and attachments via email to:

ACTRA Conference Team
Email: actraasm@associationprofessionals.com.au
Phone: 03 9586 6034