

### Purpose of this document

To outline the scholarship application process for basic physician trainees to support attendance at seminars, conferences and short courses.

### Who is eligible?

- Basic Physician Trainees

### Prerequisites

- To be eligible for scholarship funding, all mandatory training should be up to date.
- Satisfactory evidence of the educational event and alignment with basic physician training.

### How much can I apply for

- Financial support up to a maximum of \$2,000 (including GST) per financial year is available per eligible basic physician trainee.
- Basic physician trainees can apply once only for funding at any time during their training.
- Funding available till 30 June 2021.

### What is covered?

- Funding is available for registration fees associated with seminars, conferences and short courses.

### What is not covered

- Costs of accommodation, airfares, travel etc. will not be approved.
- Funding is not available for tertiary studies.

### Guidelines

- Applicants participating in a conference, through presentation of a paper, workshop etc., will receive priority for funding.
- An individual may be supported for only one activity each financial year.

### Approval process

- Basic physician trainees will be notified at the commencement of each year regarding the scholarship offer.
- Depending on the funding available and number of applications received, approvals will be determined by the BPT Scholarship Committee, chaired by the BPT Network Director.
- Applicants will be notified in writing once determination has been made.

### Reimbursement

Once the application is approved, the applicant must forward evidence of payment to the BPT Network Manager to commence reimbursement. If an amount greater than \$2,000 is expended, only the maximum \$2,000 will be reimbursed. The reimbursement will be actioned either by:

- The applicant submitting a completed EFT form
- Copy of approval email received
- Tax Invoice / Receipt / Evidence of payment

Or

- The applicant can commence an iExpense reimbursement with all documentation unloaded into the system.

For more information, please contact . . .

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