



Grass Roots 3 Bursary Application Form Guidance Notes

To help provide guidance on your application for a Grass Roots bursary, we have listed a number of potential questions and answers. If this document does not answer your queries in full please contact us at paul.ferguson@chromsoc.com for further clarification.

Who can apply for a bursary?

UK based researchers studying for D.Phil or PhD qualification in the field of separation science or making significant use of LC in their research at an academic institute. Industrially based chromatographers, university lecturers and post-doctoral researchers may also apply for our PASG travel grants if they are based in the UK at a small or medium enterprise (SME) company (using the UK definition of SME as any business with fewer than 250 employees) or a UK based university.

What level of financial support can be expected?

We have a limited number of vendor sponsored full bursaries for academic students to cover the full costs of the event (£550). Once these have been utilised, we will use ChromSoc academic travel bursaries (£400) which will cover partial registration costs for university academic students. PASG travel bursaries of £250 will be available to chromatographers based in industry at SMEs or post-doctoral researchers and lecturers which may be used towards any aspect of attending the event (registration, accommodation or travel).

What do I have to do to apply for a bursary?

Fill in the application form in full. An application for an academic bursary from a PhD/D.Phil applicant must be accompanied by a letter of support from the applicant's academic supervisor (see later). For applications from post-doctoral research assistants, only academic supervisor details are requested to verify employment.

What is the decision making process?

The bursary application will be reviewed by members of the Grass Roots organising committee and a decision will typically be given within two weeks of receiving the completed application form (assuming the supervisor's letter of support is also received in the same time frame).

How will the finance be provided?

We will require any applicant to register for the event on the website and pay the required fee. ***Do not apply until you have heard from us that you will receive a bursary as processed monies cannot be returned unless the event is cancelled.*** Once you have heard from us and this financial commitment is made we will make a direct bank transfer of the bursary at the stipulated level within two weeks of the registration. Alternatively, monies can be paid into the students University research fund if appropriate banking details are provided.

What category to register as?

On the registration page ([link](#)) please register based on the following categories:

Category	Applicable to	Event cost after bursary discount
Academic	<ul style="list-style-type: none"> PhD/D.Phil students 	Full vendor bursary = £0

	<ul style="list-style-type: none"> • Post-doctoral researchers and lecturers 	ChromSoc bursary = £150 PASG bursary = £300
Industrial	<ul style="list-style-type: none"> • Industrialists in SMEs 	PASG bursary = £420
Industrial (previous attendee)	<ul style="list-style-type: none"> • Industrialists in SMEs who have attended Grass Roots 1 or 2 event 	PASG bursary = £370
Sponsor	<ul style="list-style-type: none"> • No bursaries available for this category 	N/A

Note – you will need to pay the full cost of the course and will be reimbursed for the appropriate amount following notification that you have received the bursary.

How can I pay?

There are three ways to pay on the registration page (i) invoice (ii) cheque or (iii) PayPal. For PayPal it is not necessary to have a PayPal account and you will be processed as a ‘guest’ user. The latter approach is preferred for speed and security. Further details are available on the registration page ([link](#)).

Chromatographic Society requirements

We stipulate a small number of requirements for applicants:-

- As detailed above, the applicant must be a UK based student or worker.
- Academic applications must be supported by a ‘letter of support from the applicant’s academic supervisor (see below).
- The applicant must have a UK based bank account.
- PhD or D.Phil students should be willing to provide feedback in the form of a short article on the event which we may use in advertising of this event in the future. The feedback will not be published with a name (unless requested) but only the applicant’s academic establishment or company. ***Failure to agree to this condition will impact future bursary applications from the applicant and their supervisor.***
- Post-doctoral researchers or lecturers are requested to provide an article for use on the Society’s website or ChromCom – the Society’s members magazine. This could take the form of a short research article, a piece on their application of chromatography or feedback on how attendance on the course will benefit their research.

Academic supervisor’s letter of recommendation

In order to ensure the applicant is suitable for a ChromSoc bursary, a letter of support from the undergraduate or researcher’s academic supervisor must accompany the application. The letter of support should ideally be received within two weeks of the student’s application to the Chromatographic Society. The letter of support should briefly include:-

- Confirmation of the student’s personal details and dates of study for their research programme.
- Details of how the award of a bursary will benefit the researcher and confirmation the supervisor agrees with their application.
- If only partial funds are available, that additional funding is available for the academic applicant to attend the event.

In some instances, we may contact the supervisor by email or phone call to confirm particulars of a student’s application.

The event

All registration fees, course notes, meals and accommodation are included in the cost of the event. There is no need to book a room at the Waterhead hotel as one will be allocated to you on arrival. Travel to and from the event is obviously not included in the costs.

If there are any additional queries regarding these bursaries please contact the Chromatographic Society via email at paul.ferguson@chromsoc.com.