I accept the offer of a Special Travel Award (STA). I agree and accept the following terms and conditions:

* Be enrolled and not have my HDR conferred at the time the travel is undertaken.
* Undertake the approved activities and travel as specified in my STA application.
* The need to apply prior to departure for separate approval if planning to undertake a [placement](https://cdf.graduate-school.uq.edu.au/placements).
* Seek approval from the UQ Graduate School for any changes to the travel dates within one month of being awarded the STA. Proposed travel must not be after thesis submission.
* Repay the Graduate School the value of the approved award in full if I do not use the STA for the purpose outlined in my application. I further agree that, if I do not use the award for the full period or for all the activities funded, I will repay the UQ Graduate School any unspent funds.
* Depart within12 months of the date of being awarded the STA and return before the due date of any candidature milestones, or obtain an approved extension to the milestone date.
* Submit a [Report on Travel](https://graduate-school.uq.edu.au/files/1337/report-on-travel.docx), and a reconciled budget with scanned copies of airfare and accommodation receipts to the Graduate School within **one month** of return from travel**.**
* Retain copies of all receipts and present them to the Graduate School should I be selected for auditing.
* Include, as part of any publications that arise as a result of the activity, an explicit statement that this was supported by the UQ Special Travel Award.
* Comply with [UQ’s terms and conditions for all HDR travel](https://cdf.graduate-school.uq.edu.au/mobility).
* Comply with [UQ Research Scholarship General Conditions](http://www.uq.edu.au/grad-school/content/future-students/scholarship-general-conditions.pdf) where applicable.

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please submit this form as a PDF along with a [Method of Personal Payment form](https://graduate-school.uq.edu.au/files/1343/method-personal-payment.docx) to [graduateschool@uq.edu.au](mailto:graduateschool@uq.edu.au) (scanned copies are accepted)

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