



CommonAge/QCS

# Bursary Application

**Applications close 30/11/2017**

## The Commonwealth Elders' Forum National Care Forum Annual Conference

**DeVere Wokefield Estate Hotel and Conference Centre  
Berkshire UK**

**16 to 18 April 2018**

Please complete all information requested on this form, including required signatures, then scan and email directly to [klaus.zimmermann@commage.org](mailto:klaus.zimmermann@commage.org) by Thursday 30 November 2017.

<b>Applicant details</b>	
Surname	
First and middle names	
Home address (including country)	
Date of birth	
Email address	
Mobile phone number (including country code)	
Organisation you work for	
Your position	
Organisation address	
Organisation website	

<p>Do you have a passport valid for at least 6 months after the date of return from the event?</p> <p style="text-align: center;">YES <input type="checkbox"/>      NO <input type="checkbox"/></p>
<p>Are you able to arrange appropriate travel, medical insurance and travel visas for your trip? (Copies of all documents will be required before funds are transferred).</p> <p style="text-align: center;">YES <input type="checkbox"/>      NO <input type="checkbox"/></p>
<p>If successful in being awarded a bursary do you have the capacity and are willing to cover any additional costs of attendance and incidentals?</p> <p style="text-align: center;">YES <input type="checkbox"/>      NO <input type="checkbox"/></p>
<p>Are you able to commit to attending the whole conference?</p> <p style="text-align: center;">YES <input type="checkbox"/>      NO <input type="checkbox"/></p>
<p>Have you previously attended an international aged care related conference?</p> <p style="text-align: center;">YES <input type="checkbox"/>      NO <input type="checkbox"/></p> <p>If YES please give details:</p> <p>.....</p> <p>.....</p> <p>.....</p>
<p>Professional/Academic Qualifications:</p> <p>.....</p> <p>.....</p> <p>.....</p>
<p>Relevant professional experience:</p> <p>.....</p> <p>.....</p> <p>.....</p>
<p><b>Please tell us in 750 words or less about yourself, the work you do in aged care or related fields and how your attendance at this event will benefit your organisation and your stakeholders.</b></p> <p><b>In particular we are interested in how you will share your new learned knowledge across your country and region. (Please attach in Word.doc format)</b></p>

<b>Acceptance of terms and conditions of the bursary scheme</b>	
I have read and accept the terms and conditions of the bursary scheme.	
YES <input type="checkbox"/>	NO <input type="checkbox"/>
Applicant signature:	
Date:	
<b>Details of Referee 1</b>	
Name	
Organisation	
Address	
Position	
Email address	
Referee signature	Date:
<b>Statement of support (maximum 200 words). Please attach in Word.doc format</b>	
<b>Details of Referee 2</b>	
Name	
Organisation	
Address	
Position	
Email address	
Referee signature	Date:
<b>Statement of support (maximum 200 words). Please attach in Word.doc format</b>	

## Bursary Terms and Conditions

- It is an expectation of CommonAge that successful applicants will apply themselves diligently to gaining maximum value from the experience for the benefit of older people in their countries
- Delegates are expected to attend all conference/event sessions and social functions
- Delegates are expected to make all necessary travel and accommodation arrangements
- Delegates are expected to settle all accounts prior to departure from the venue. CommonAge takes no responsibility for any unpaid accounts
- Delegates must provide proof of flight or travel, other bookings, travel insurance, visas (if applicable) in advance of their travel
- Delegates are solely responsible for obtaining and meeting visa requirements for their trip
- Funds will be paid to the individual or employer organisation once copies of all relevant documents have been received. Funds will be paid via electronic bank transfer or Western Union if bank transfers are not possible
- Delegates must agree to support the objectives of CommonAge and be willing to commit time and energy to the promotion of those objectives in their countries on return from the conference
- Applicants are required to demonstrate the support of the employing organisation or sponsor organisation through the nomination of two referees who will support their application
- Your passport must be valid for a minimum of 6 months from the date of return from the conference
- Preference will be given to applicants from developing countries who otherwise might not be in a financial position to attend this event
- Only applicants from Commonwealth countries are eligible to apply. Priority will be given to Commonwealth Developing Countries and applicants who have not previously been issued with a scholarship.
- Directors and other related parties of CommonAge are ineligible to apply
- A bursary of up to GBP 2,000 is available to cover the costs of the conference, travel, insurance and accommodation. If the costs are below this amount, then only the lower amount will be paid. Any amounts in excess of the GBP 2,000 are the applicant's responsibility.

To submit your application please scan your documents and email to  
[klaus.zimmermann@commage.org](mailto:klaus.zimmermann@commage.org)