**FLANZ Conference Postgraduate Student**

**Scholarship Recipient Expectations**

The following are expectations of FLANZ conference scholarship recipients:

* Recipients will attend and actively participate during the conference.
* FLANZ scholarships are not transferable and may not be claimed in monetary value.
* Recipients will need to provide a quote for their intended travel and accommodation and bank account number to the FLANZ representative Lynnette.Brice@openpolytechnic.ac.nz FLANZ will provide the funds for recipients to make their own bookings. Recipients will need to provide the receipts (with GST number on them) as proof of their bookings and for FLANZ’s records within a month of attending the conference. If recipients decide to drive, petrol vouchers can be offered to cover the travel cost.
* Recipients will be required to repay the scholarship in the event they are unable to attend the conference.
* Within a month of attending the conference, recipients are required to write and submit a reflective report about how their attendance at the FLANZ conference contributed to their research journey. The report will also share their experience with other postgraduate students with the intention of helping them with their research development. This report will be published on the FLANZ website, submitted with a photo of the recipient at the conference. For further information, please see the Reflective Report Guidelines below.
* Failure to adhere to the scholarship expectations including submitting the report will result in the recipient’s ineligibility to receive future support from FLANZ for five years and the recipient’s supervisor/advisor informed.

**Reflective Report Guidelines**

This report should elaborate on how attendance at the FLANZ conference contributed to your research journey. This report will be published on the website, submitted with a photo of you at the conference. The word count for the report should be no more than **300 words**. Your report may include answering the following questions:

* Your reasons for attending the conference?
* The name of your presentation at the conference.
* How did you manage the preparation of the abstract, the presentation of your submission and question and answer session at the conference?
* What did you learn from that preparation and presentation process and is there anything you would do differently next time?
* What interesting presentations did you attend at the conference and why did you find it/them interesting/useful?
* Have you any other reflections on your conference experience that you’d like to share?
* Is there any other advice you’d give to other postgraduate conference attendees in the future?

Submit your report to: Lynnette Brice, Lynnette.Brice@openpolytechnic.ac.nzby 22nd **May 2020.**