



## Student Travel Award 2018

The Student Travel Award provides two Cambridge students with funding to visit up to six University Alumni Groups of their choice and promote the global network of Alumni Groups as a valuable resource to students. Selected students can arrange additional self-funded activities related to their personal and career interests, such as to a conference, organisation or tourist attraction, during the trip.

### Why apply?

The Student Travel Award will enable you to:

- win a £1,500 grant to visit locations of personal and career interests
- increase your self-confidence by travelling solo
- boost your skills and have something different to talk about at interview
- develop your social and professional networks with alumni
- help University Alumni Groups to provide effective support to students and recent graduates
- join a network of Award winners and get involved with future Awards and other student/alumni engagement activities.

### Overview

Up to two selected students will be given up to £1,500 each to individually visit up to six Alumni Groups, including at to:

- meet Group members and participate in Group activities
- find out how Groups operate and what they offer students, recent graduates and alumni
- publicise the trip and promote the Alumni Groups network to students.

There are over 460 Groups in more than 190 countries to choose from to visit. Selected students will have the freedom to put together a travel itinerary and budget plan for a single trip, of up to three weeks' duration, during one of the following periods:

- period 1: Wednesday, 1 August to Sunday, 30 September 2018 inclusive
- period 2: Saturday, 1 December 2018 to Sunday, 13 January 2019 inclusive.

### Eligibility criteria

The Student Travel Award is open to applicants who fulfill the following criteria:

- the applicant must be a registered, active, undergraduate or PhD student of the University of Cambridge who is not in the final year of study for their degree
- the applicant must provide the name and contact details of a referee who supports the application. For undergraduates this must be their College Tutor or Director of Studies and for PhD candidates this must be their Supervisor or Graduate Tutor
- the applicant must be available for interview as detailed in the 'Interview' section below and available to travel during one of the stated periods.

## Itinerary and activities

|                 |   |
|-----------------|---|
| Before the trip | <p>Selected students shall:</p> <ul style="list-style-type: none"> <li>• contact Alumni Groups and put together an itinerary of visits to up to six Groups</li> <li>• arrange travel, accommodation, visas and insurance</li> <li>• plan a budget</li> <li>• attend pre-travel briefings and, if possible, the Alumni Groups Leadership Conference in July.</li> </ul>  |
| During the trip | <p>Selected students shall:</p> <ul style="list-style-type: none"> <li>• travel from location to location meeting alumni and participating in Group activities</li> <li>• find out how Groups operate and what they offer students, recent graduates and alumni</li> <li>• publicise the trip and promote the Alumni Groups network to students</li> <li>• participate in any self-funded activities of personal and career interests.</li> </ul> |
| After the trip  | <p>Selected students shall:</p> <ul style="list-style-type: none"> <li>• write and submit a report based on their findings on how Alumni Groups can provide effective support to students and recent graduates</li> <li>• submit an expenses log and receipts</li> <li>• attend a follow-up meeting with Development and Alumni Relations staff</li> </ul>  |

## Key dates

|  |   |
|--|---|
| Applications open  | Monday 29 January 2018  |
| Q&A session for prospective applicants                         | 6–7pm on Thursday, 8 March 2018   |
| Deadline for applications                                      | 12pm (noon) on Tuesday, 3 April 2018  |
| Short-listing  | Week of Monday, 9 April 2018  |
| Interviews   | Friday, 27 April 2018 (see 'Interview' section below)   |
| Awards announced   | Week of Monday, 7 May 2018  |
| Trip planning and pre-travel briefings                         | Prior to departure  |
| Alumni Groups Leadership Conference in Cambridge               | July 2018 (date to be confirmed)  |
| Dates of travel  | Selected students may travel during one of the following periods:<br>Period 1: Wednesday, 1 August to Sunday, 30 September 2018 inclusive; or<br>Period 2: Saturday, 1 December 2018 to Sunday, 13 January 2019 inclusive |
| Deadline for submissions                                       | Within 14 calendar days of the return date  |
| Deadline for submission of unspent award money (if applicable) | Within 30 calendar days of the date of invoice  |
| Celebration  | Period 1 trips: Mid-November 2018<br>Period 2 trips: Mid-January 2019   |

## Application

Please read through the Award terms and conditions (pages 5 to 10) and then complete and submit an application online at: [alumni.cam.ac.uk/student-travel-award](http://alumni.cam.ac.uk/student-travel-award).

The deadline for applications is 12pm (noon) on Tuesday, 3 April 2018.

A reference will be taken up by the Development and Alumni Relations office as part of the selection process.

Please do not contact Alumni Groups for information in support of your application. Selected students will be introduced to Groups after interview.

## What we are looking for

Successful applicants will:

- demonstrate an understanding of the objectives of the Student Travel Award
- present a well-thought-out travel itinerary for a single trip, of up to three weeks' duration, during one of the stated travel periods, to visit up to six Alumni Groups with proposed dates, locations and activities
- demonstrate an interest in visiting Groups that have not been visited by previous Award winners
- demonstrate some knowledge of and interest in the Alumni Groups they wish to visit (however, please do not contact Alumni Groups for information in support of your application)
- present a well-thought-out budget plan
- demonstrate how they will be pro-active in effectively publicising the trip and promoting the Alumni Groups network to a wide range of students
- demonstrate an interest in helping Alumni Groups to provide effective support to students and recent graduates
- demonstrate an awareness of how the Student Travel Award could improve their career prospects and aspirations
- demonstrate a commitment to representing the University in a positive way.

## Useful links

Student Travel Award: [alumni.cam.ac.uk/student-travel-award](http://alumni.cam.ac.uk/student-travel-award).

Alumni Groups network: [alumni.cam.ac.uk/groups](http://alumni.cam.ac.uk/groups).

Alumni Group events: <https://is.gd/avonoz>.

International Student Office: [www.iso.admin.cam.ac.uk](http://www.iso.admin.cam.ac.uk). Provides a visa advice service and support with student mobility.

Foreign and Commonwealth Office (FCO): [www.gov.uk/government/organisations/foreign-commonwealth-office](http://www.gov.uk/government/organisations/foreign-commonwealth-office). Provides travel advice.

## Contact

The Student Travel Award is funded and administered by the University of Cambridge Development and Alumni Relations office. If you have any questions, please email [networks@alumni.cam.ac.uk](mailto:networks@alumni.cam.ac.uk) or telephone +44 (0)1223 (3)39968.



## Student Travel Award 2018

### Objectives

To provide students with opportunities to:

- visit locations of personal and career interests
- enhance their skills and increase their employability
- develop social and professional networks with alumni
- help Cambridge Alumni Groups to provide effective support to students and recent graduates
- join a growing network of previous award winners and get involved with future awards and other student/alumni engagement activities.

To raise students' awareness of:

- the support and opportunities available to students through the Alumni Groups network
- the life-long opportunities for alumni to stay connected to Cambridge
- Development and Alumni Relations' programme of student/alumni engagement activities.

To provide opportunities for students and alumni together in a meaningful way.

To support Alumni Groups in enhancing their support to students and recent graduates.