

Guidelines for LEE HIOK KWEE DBS Graduate Travel Grant / Lu Yinru Graduate Travel Award for PhD Students to Attend Conference

1. At the time of the conference, the applicant **must be a full-time PhD student**. Part-time graduate students are not eligible to apply.
2. The travel grant is **ONLY available** to PhD students who have passed the oral Qualifying Examination (QE).
3. Financial support will only be considered for students who are **giving an oral or poster presentation** at an **international conference**.
4. There are **two application calls each year**: one in **early September** and another in **early March**.
5. For overseas conferences, successful candidates will be granted up to:
 - SGD \$2,500 under the DBS Graduate Travel Grant, or
 - SGD \$3,000 under the DBS Graduate Travel Grant and Lu Yinru Graduate Travel Award

The actual amount awarded will be determined by the DBS Graduate Committee based on the application and available funds.
6. Students who receive (FOS PhD Conference Award) FPCA funding are not eligible for this grant to attend the same conference.
7. The conference paper must be **jointly authored by the applicant and their Thesis Advisor(s)**. Only **one author per paper** may apply for this financial support.
8. Each student may receive the travel grant only **once** during the course of their PhD candidature.

Responsibilities of Award Recipients

9. **All recipients** of the grant are required to work with the DBS Communications Committee to prepare and publish a short news story highlighting their conference participation and research.
10. **Recipients of the Lee Hiok Kwee DBS Graduate Travel Grant & Lu Yinru Graduate Travel Award are required to:**
 - acknowledge the grant/award in their presentation; and
 - send a thank-you card to Lu Yinru's parents. The Graduate Office will arrange the postage.