

# Information

## Conference support for Young Academics

### Who?

- The Faculty of Science supports the participation of members of the **lower Mittelbau** (PhD students matriculated at the Faculty of Science and Postdocs) at International Meetings (Symposia, Conferences, Workshops, Summer schools, etc.) to promote their scientific education and to allow them to create their own scientific networks. Precedence will be given to people who can show that they have no other sources to finance the participation in the meeting.

### Requirements?

- The Event must be publicly announced, have an international character, and allow for “networking” with scientists at different levels.
- Funding for participation will only be provided for active participation at a conference. Thus, either a selection for admission must be mandatory or the applicant must give a presentation (talk or poster).
- Support will be given at most once every four years per person.

### How to apply?

- The application form must be submitted to Stefan Lisiecki ([nachwuchsfoerderung.dcbp@unibe.ch](mailto:nachwuchsfoerderung.dcbp@unibe.ch)) by e-mail **before the meeting**.
- The application should be accompanied by a CV of the candidate and the conference program as well as a confirmation for the talk or poster or a confirmation of the selection or admittance.

### Maximal support?

- Young researchers can apply for up to CHF 1'500.-.

### Deadlines?

- There are three deadlines per year (March 31, June 30, October 31)

### Reimbursement of the expenses?

- To reimburse the expenses, please send a brief report (1-2 pages) about the conference, describing your contribution, how it was received, what you found interesting about the conference, etc. to Prof. Leidel ([nachwuchsfoerderung.dcbp@unibe.ch](mailto:nachwuchsfoerderung.dcbp@unibe.ch)).
- For the reimbursement you need to fill out an online expenses form and upload all receipts after the conference. Please log in at (<https://eforms.unibe.ch>) to perform the necessary steps. After the question "Who performs the account assignment?" please select third party, search for person Stefan Lisiecki and select him. In case that the expenses are to be refunded to your private account, we also need a proof that you have paid the expenses and not your institute. Please upload a copy of your credit card invoice or bank debit statement in addition to the receipts.
- If your institute has paid the expenses, please ask your secretary to upload all receipts and perform an internal rebooking via eforms. The reimbursement must be credited to the same account from which the expenses have been debited.