

## Criteria guidance for ILAE UK Chapter Bursaries

Please note that a maximum of 20k per annum in bursary monies is available for the entire Chapter, spread across three meetings for all successful applicants.

The ILAE UK Chapter Bursary Committee will review applications three times per annum.

The three deadline dates for applications are as follows:

**January 1<sup>st</sup>**

**May 1<sup>st</sup>**

**September 1<sup>st</sup>**

1. No applications sent after a deadline date will be accepted.
2. Members will be notified about the outcome of their application within 4 weeks of each deadline date.
3. All fully paid up members are eligible to apply for an ILAE UK Chapter bursary.
4. We will only accept application forms from individuals, not organisations.
5. Applicants may apply for **ONE** bursary per year (calendar year).
6. Members may only apply for epilepsy related courses.
7. Applicants must apply in advance of the course. Retrospective applications **will not** be accepted.
8. Payment by the ILAE UK Chapter will not be made without evidence of receipts (scanned copies are acceptable).
9. If funds are being sought for a course, evidence of a course programme is required.
10. ILAE UK Chapter are willing to consider both UK and non-UK courses.
11. The bursary **does not** cover travel or accommodation costs.
12. If an application is successful, we will expect the applicant to pay directly for the course and the ILAE UK Chapter will reimburse the applicant directly up to the amount awarded.
13. Decisions about funding individual applications are made by the UK Chapter Bursary Committee on a discretionary basis.
14. The decision of the ILAE UK Chapter Bursary Committee is final.

If you have any queries about the application process, please do not hesitate to get in touch.  
[members@ilae-uk.org.uk](mailto:members@ilae-uk.org.uk)

Please send applications with supporting documentation via email to [membership@ilae-uk.org.uk](mailto:membership@ilae-uk.org.uk) or via post to: Juliet Solomon, ILAE UK Chapter, Box 20, Institute of Neurology, Queen Square, London WC1N 3BG