

**NOTES:**

- Approval to change your approved conference must be obtained **PRIOR** to departing for the new conference. Funds cannot be provided to candidates retrospectively for alternative conferences.
- You cannot be approved for an amount greater than the amount for which you were originally approved.
- You cannot be approved for an amount greater than the maximum permissible for the location of the conference
- If the Application for Change of Conference is approved you will be sent a new offer letter. You will then need to provide an Acceptance of Award Conditions/Proof of Acceptance at Conference and Proof of Attendance for the new conference.
- You must still comply with the eligibility requirements of the PRSS Scheme as outlined on the GRS website at <http://www.grs.unsw.edu.au/resources/prss.html>

**1. Student Details**

UNSW Student number:

Family Name:

Given Name:

Mobile:

Preferred email address:

(Compulsory)

Program Code:

Faculty:

School:

**2. Original Approved Conference Details**

Conference Name:

Conference Start Date:

Conference End Date:

Conference City:

Conference Country:

**3. New Conference Details**

Conference Name:

Conference Start Date:

Conference End Date:

Conference City:

Conference Country:

**4. New Funding Requested**

Funding amount originally approved:

New funding amount requested:

Student Signature:

Date:

Name of Supervisor (including title ie Dr / A/Prof / Prof):

Supervisor Approval Signature:

**5. School Approval**
 Postgraduate Co-ordinator  
 (Indicate one)

OR

 Head of School

Signature:

Name:

Date:

**Please arrange for your supervisor to sign and School approval and return form to:**
**In person:**

 Graduate Research School Reception  
 Rupert Myers Building  
 Level 2, South Wing  
 Gate 14 Barker Street  
 Kensington Campus

**By mail:**

 Graduate Research School  
 The University of New South Wales  
 UNSW Sydney 2052  
 AUSTRALIA

**By fax:**

+61 2 9385 6238

**By email:**

prss@unsw.edu.au

 Research & Research Training Office  
 1st Floor, [Building 21](#)  
 UNSW@ADFA  
 Northcott Drive

As above

As above

As above