

APPLICATION FORM
NURSE /HEALTH PROFESSIONAL
BURSARY



APPLICANT

Surname		Forename(s)	
Title		Profession	
Employer		Date of Application	
Work Address			
Work Tel No (inc bleep & extn)		Email address	
Is your email address a work or a personal email address?			
Professional body/organisation registration number			
Current Post - please describe your main role and responsibilities and give an estimate of the number of TED patients you see per annum. Include any involvement with professional organisations or voluntary work connected with TED and describe your current role with TED patients			

CONFERENCE/COURSE

Course/Conference Title		Event Date
Event Provider/Organiser		Location
Total Attendance Fees	Total Travel Fees	Total Accommodation Fees
Amount Requested	If you have secured funding from other sources or are able to contribute an amount yourself, please indicate the source and amount.	
Benefits of attending the course: please detail how attending the course will contribute to your CPD		
Please now detail how the course will be of benefit to TED patients in your work setting		

If you are planning to set up a new initiative for TED patients within your department, please indicate it here, providing a brief description. Please then explain how your attendance at the course will assist with this initiative

By signing below you are confirming that you accept the Eligibility Criteria and Conditions of Use as detailed in the TEDct Nurse/Health Professional Bursary Information sheet (v2/2013)

Signed	Date
---------------	-------------

Please email your application form to: info@TEDct.org.uk
ensuring you mark the subject as
“Nurse/Health Professional Bursary Application”
or post your form to
TEDct, P O Box 1928, BRISTOL, BS37 0AX

Office Use Only	
Date application received	Date receipts received
Date acknowledgement email sent	Payment total agreed
Application reviewed by	Date of decision email sent
Bursary agreed/rejected (delete as appropriate and, if rejected, give reason)	
Date cheque sent	Latest date receipts due
Date receipts received	Applicant feedback chased/received

The Thyroid Eye Disease Charitable Trust (TEDct) was set up in 1990 as the Thyroid Eye Disease Association. It became known by its present name in 2002.

TEDct's aims are to provide information and support to those affected by Thyroid Eye Disease (TED) by:-

- Operating a national helpline.
- Holding twice yearly Patient Information Meetings (PIM's).
- Publishing a quarterly newsletter.
- Attending national medical meetings/conferences where we facilitate putting the patient's perspective to medical staff.

The bursary TEDct awards can be used to support education (course fees) or for travel or accommodation expenses to attend such courses or a combination of these. Applications for sums up to £500 will be considered, however, sums exceeding £500 may also be considered. TEDct's Committee and trustees retain the right to review the total sum available for bursaries at any time.

Eligibility criteria and conditions of use

- The applicant must be a nurse or health professional working regularly with TED patients in the UK either in endocrinology or ophthalmology.
- The applicant must not have received a bursary from TEDct in the preceding 12 months.
- Applications will be considered only to support education (course fees) or for travel/accommodation expenses to attend such courses or a combination of these.
- The course should be related to the applicant's work with TED patients or be of benefit to the applicant's working practice with patients suffering from TED.
- The bursary must be used only as stated on the application form.
- The bursary is non-transferable except with the express permission of the TEDct Committee and trustees.
- Following discussion with successful applicants, the applicant will be required to present a session at a TEDct (PIM) and write an article for the TEDct newsletter. Both must be understandable to a lay person.

How to apply

- The Bursary application form must be completed in full and emailed or posted to TEDct.
- An acknowledgement email will be sent on receipt of the application.
- If all bursary funds for the year have been allocated the applicant will be informed.
- A decision will be made within 4 to 6 weeks and the applicant will be informed of the result as soon as possible thereafter - TEDct's decision is final.
- Unsuccessful applicants may apply for funding for a different course at any time.
- Successful applicants must provide course acceptance documentation and/or receipts where applicable or required by TEDct.