

IAFP European Symposium Student Travel Scholarship

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Objective: To provide travel funding for full-time graduate or undergraduate students to attend the International Association for Food Protection's European Symposium on Food Safety (including symposia and technical sessions) and to encourage developing scientists to participate in association activities. Scholarships will be awarded to students residing in and enrolled in a college or university food safety-related degree program in Europe.

For the 2024 program year, it is our pleasure to support the travel of two qualified students to attend the 2024 European Symposium on Food Safety, to be held 30 April–2 May 2024 in Geneva, Switzerland. Through generous contributions to the IAFP Foundation, scholarships will be awarded to two students residing in and enrolled full-time in a college or university food safety-related degree program in Europe.

Application Deadline: 9 January 2024

Criteria for Applicants

- Be a Student Member of IAFP
- Be a full-time graduate or undergraduate student
- Demonstrate interest in and commitment to food safety and quality as a student enrolled full-time in a food science, microbiology, toxicology, or other program related to food microbiological or toxicological safety (undergraduate or graduate level) at a college or university in Europe at the time of the application deadline
- Submit an application as instructed on the application website (see next page) by **9 January 2024** that includes the following documents as one PDF:
 - 1) **Completed European Symposium Student Travel Scholarship Application Form**
(Your completed form will be emailed to you once you submit all required information on the European Student Travel Scholarship section of the Awards page on the IAFP website.)
 - 2) **Statement of Interest** (*one page maximum*) explaining:
 - Why you are interested in food safety and quality
 - Your career aspirations
 - Why you wish to attend the 2024 European Symposium on Food Safety
 - Your current research projects (if any): how the project will enhance food safety or quality and who will benefit from the work
 - 3) **One letter of recommendation** (*one page maximum*) from faculty member or department head (*cannot be from a current IAFP Board Member*) to include:
 - Outstanding qualifications/contributions made throughout the student's academic career
 - Potential value the student possesses toward making significant future contributions in the food safety profession
 - 4) **GRADUATE STUDENTS ONLY: Additional information** (*one page maximum*) to include:
 - List of received awards, honors, travel grants, scholarships, etc.
 - Schools attended
 - Involvement in local IAFP Affiliate
 - Related activity or work

Additional Information for Application

- Applicant is not required to present an oral or poster technical paper to qualify for the award.
- Previous recipients of this scholarship are not eligible to apply.

Submitting Applications

- **Applications must be submitted in English by the established deadline as one PDF to studenttravel@foodprotection.org.** Please follow directions carefully to avoid errors. Nominations received by email directly to the IAFP office or by mail will not be accepted. Do not send transcripts.
- If you have questions about this travel scholarship or the required documents, please contact Susan Smith at ssmith@foodprotection.org.
- Once you have submitted your complete application (**no more than 4 pages maximum for graduate students; no more than 3 pages maximum for undergraduate students**), you will receive an acknowledgement of receipt within 48 hours from Susan. (If you do not, please contact Susan.)
- Applicants will be notified of the final decision no later than **6 February 2024**.

Travel Guidelines

Recipient Responsibilities

- If required, recipients will secure passport and visa for travel. Fees for passports and visas are NOT reimbursable. A letter of support can be provided upon request to apply for a passport/visa.
- Travel award is not transferable to another student or professor.
- Recipients will be responsible for making economy-fare airline travel arrangements. Recipients will book airfare at least three weeks before the meeting to ensure the lowest economy fare available.
- Detailed instructions will be provided prior to travel regarding reimbursement for airfare, transfers and meals. (**NOTE: Reimbursement will include an allowance for out-of-pocket meals.**)
- Fees for rental cars for travel during 2024 European Symposium on Food Safety will NOT be reimbursed.

IAFP Responsibilities

- **2024 European Symposium on Food Safety registration will be made and paid directly by IAFP.**
- **Hotel reservation (for single or double occupancy) will be made and paid directly by IAFP.** The reservation will be made in each recipient's name for arrival on Monday 29 April, with departure on Thursday 2 May. **NOTE: Recipient may be asked at the time of check-in to provide cash or an active credit card to be placed on hold for any incidentals charged to the room.**

Questions regarding the reimbursement policy for the IAFP European Symposium Student Travel Scholarship should be directed to Lisa Hovey, Executive Director.

IAFP European Symposium Student Travel Scholarship Judging Procedure

Procedure for evaluation of each applicant

This procedure was designed with the intention of providing a matrix to help the award jury select a winner with a relatively equitable, semi-quantitative method. Applicants have been instructed to provide specific information that reflects the expectations and specific intent of the European Symposium Student Travel Scholarship.

The jury's task is to evaluate the applicant by measuring his or her performance against the criteria listed above and applying the 1-10 Rating Scale, as shown in the sample below. Enter each score on the score sheet (sent separately). Applicants should be ranked for each criterion on their own merit and should also be ranked in relation to other nominees. The score sheet is formulated to total the scoring automatically.

Rating Scale

9.0 – 10.0	Outstanding: performance exceeds <i>judge's</i> expectations for criterion
8.0 – 8.9	Above average: performance is above average expectation level for criterion
7.0 – 7.9	Average: performance meets average criterion expectations
6.0 – 6.9	Below average: performance below expectations
5.9 or less	Unsatisfactory or not applicable: performance does not meet criterion expectations, or the criterion does not apply to the candidate

The following is an example of an applicant receiving a perfect score* (10 in each criterion).

Award Criteria	Criterion % Weight (x Factor)	Judge's Score	Weighted Score
Statement of interest	50 % (0.50)	10.0	5.0
Letter of recommendation	30 % (0.30)	10.0	3.0
GRADUATE STUDENTS ONLY:			
*Awards, honors	10 % (0.10)	10.0	1.0
*Related activity or work	<u>10 % (0.10)</u>	10.0	<u>1.0</u>
	100 %		10.0

Weighted score = criteria score given based on rating guideline times criteria weight factor: (e.g., if awards, honors score = 8; $8 \times 0.10 = .8$ weighted score)

**Graduate students will be judged on a weighted score of 10.0;
undergraduate students will be judged on a weighted score of 8.0.*

Rating nominees and determining recipient of the award

These ranking categories should be used by the jury to determine if an applicant merits receiving the European Symposium Student Travel Scholarship. If, in the judgment of the jury, no applicant is worthy, then the award will not be given that year. The ranking should be 8.0 or higher for graduate students and 6.4 or higher for undergraduate students in order to be named as the recipient. However, if no applicant meets this ranking level, judges may present rationale for selecting an applicant whom they feel is the worthy recipient of the European Symposium Student Travel Scholarship.