

Policy Document on:

**AFMC Participation Awards for Students
(to participate in the Australasian Fluid Mechanics Conference Series)**

1. Background

The AFMS will award a maximum of 10 AFMC Participation Awards, each consisting of one Student Registration Fee waiver, for selected students to present their papers at the biennial Australasian Fluid Mechanics Conference (AFMC). This policy document describes the criteria and processes required for the award of the *AFMC Participation Awards for Students*.

2. Purpose

The *AFMC Participation Awards for Students* serve to encourage students to engage in high-quality research that can be presented in person through participation in the AFMC by providing free student registrations.

3. Governance

The *AFMC Participation Awards for Students* fall within the remit of the AFMC organising committee that operates under the aegis of the AFMS. As in all matters relating to the AFMC, the AFMS, through its executive and membership, will support the implementation and operation of the *AFMC Participation Awards for Students* awarding process.

4. The AFMC Participation Awards for Students

Each AFMC Participation Award will comprise one Student Registration Fee waiver. The *AFMC Participation Awards for Students* awardees will be decided upon using the (non-discipline-specific) criteria described below.

5. Criteria for selection of the *AFMC Participation Awards for Students* awardees

To be eligible for an *AFMC Participation Award for Students*, applicants must be students enrolled in a higher degree at a recognised university, be the principal (usually first) author on an accepted paper, be the presenting author of the paper at the conference and lodge an application by filling the online application form for *AFMC Participation Awards for Students* before the specified deadline. The application form will be available at the website of the AFMC Conference organising committee. The *AFMC Participation Awards for Students* will be awarded on the basis of the applications, assessed against the following selection criteria.

PART A (0.4 weighting)

Quality of the paper accepted for the conference; this includes the novelty of the research, its rigour and completeness and the presentational quality of the paper.

PART B (total 0.6 weighting)

The applicant's need for support; this comprises the following three elements.

- **Statement of Need (0.2 weighting):** How will attending the AFMC benefit the student's academic/professional career?
- **Realistic Estimate of Conference Attendance Costs (0.2 weighting):** The applicant must list the actual or estimated travel and accommodation costs and other related conference attendance costs.
- **Supervisor's Recommendation (0.2 weighting):** The applicant must include their supervisor's recommendation for support to attend the AFMC and the application for the *AFMC Participation Awards for Students*; this may include reasons why the supervisor or the institution is unable to support the student (if applicable).

Schedule 1 comprises a template for applicants.

A panel convened by the AFMS will select the successful *AFMC Participation Awards for Students* awardees by following the judging process described below and using the assessment sheet provided as Schedule 2 to this document.

6. Judging process

All applications for the *AFMC Participation Awards for Students* will be assessed by a minimum of four appointed judges. These will be drawn from the following:

- At least two members of AFMS Student Prizes Sub-committee; and
- At least two members of the Organising Committee for the conference.

The successful *AFMC Participation Awards for Students* awardees will be identified as having the highest scores. Up to 10 awards will be made but the actual number will depend upon the quality of the applications and the AFMS funds available for disbursement in the AFMS financial year.

7. Awarding process

A call for application for the *AFMC Participation Awards for Students* will be made at the website of the AFMC Conference Organising Committee, along with the instructions and the online application form. The deadline for the applications will be the same as the final date for paper submissions.

The committee of judges will make their determination of the *AFMC Participation Awards for Students* awardees about five weeks after the deadline for applications. The awardees will then be notified (by email).

Awardees will be announced at the AFMC and in the next following AFMS Newsletter.

*Prepared by the AFMS Sub-committee for student prizes (Wenxian Lin, A.D. Lucey, and Richard Kelso) April 2016;
Updated July 2020*

Schedule 1: Application Template

Australasian Fluid Mechanics Conference (AFMC)

AFMC Participation Awards for Students – Application Form

Name:

Institution:

Title of paper:

Full author list of paper (in the order appearing on the paper):

Paper number:

PART A (0.4 weighting)

The quality of your paper will be assessed by the selection panel.

PART B (total 0.6 weighting)

Statement of need (0.2 weighting): In no more than 500 words, please describe how attending the AFMC will benefit your academic/professional career?

Realistic Estimate of Conference Attendance Costs (0.2 weighting): Please list your actual or estimated travel and accommodation costs and other related conference attendance costs.

Supervisor's Recommendation (0.2 weighting): You must include your supervisor's recommendation for support to attend the AFMC and the application for the *AFMC Participation Awards for Students*; this may include reasons why the supervisor or the institution is unable to support the student (if applicable). (Maximum of approximately 500 words in letter format is preferred.)

Applicant Declaration: If your application is successful, do you consent to your name being published in the AFMC proceedings, AFMS Newsletter and/or any other AFMS/AFMC publications announcing this award? (**Yes / No**).

Schedule 2: Judges' Scoring Sheet

Australasian Fluid Mechanics Conference (AFMC)

AFMC Participation Awards for Students – Judges' Scoring Sheet

Student Name:

Is the student enrolled in a higher degree at a recognised university? (Yes / No)

Student's Institution:

Will the student be the presenting author of their paper at the conference? (Yes / No)

Is the paper submitted before the deadline? (Yes / No)

Paper number:

	Criterion	Notes (optional)	Score awarded
PART A	Quality of accepted paper: novelty of the research, its rigour and completeness and the presentational quality of the paper.		/40
PART B	Statement of Need		/20
	Realistic Estimate of Conference Attendance Costs		/20
	Supervisor's Recommendation		/20
Total			/100

Overall Comments (optional)

Name of judge: