



**CANADIAN SOCIETY OF TRANSPLANTATION
PHARMACIST GROUP**

2018 CONTINUING EDUCATION BURSARY PROGRAM

Application Instructions

1. Complete the application form and submit on or before the deadline of **June 18, 2018**. Applicants will receive an email confirming that their application has been received.
2. Please provide the most accurate estimate possible of funds requested. The program will consider reimbursement for the following expenses in support of attendance at the CST Annual Scientific Meeting (ASM): travel arrangements (fares for flight, train, bus, etc), hotel accommodation, and meeting registration fees. Please be responsible in making the most cost-effective travel arrangements possible. Expenses which are not eligible for reimbursement include meals, taxis, or expenses incurred at the hotel other than nightly room rental.
3. Decisions regarding individual bursary awards will be made using the point system and eligibility criteria outlined below. You will be notified of the bursary award decision on or before **July 1, 2018**. The exact amount of the bursary will be determined based on receipts submitted for eligible expenses (see #4 below).
4. Save all original receipts for any expenses to be claimed under the program. After the meeting you will be required to submit these receipts. The exact amount awarded will be the total of all receipts for all eligible expenses, up to the maximum amount of the individual bursary award decision. An expense reimbursement form will be provided. Reimbursement will not be provided in the absence of an original receipt.
5. Upon receipt of the completed expense reimbursement form and receipts, the CST will provide reimbursement in the form of a cheque made out to the applicant and sent by mail to the applicant's mailing address as noted in the application form.

Eligibility Criteria

1. Applicants must be members in good standing of the CST Pharmacist Group for at least one year
2. Applicants are not eligible to receive a bursary award in 2 consecutive years
3. Applicant must provide confirmation of abstract submission. (A PDF copy of the abstract submission, or a copy of the confirmation email must be forwarded to admin@cst-transplant.ca for the application to be considered complete.)

Award Decision Point System

Item	Points Awarded
Abstract submitted for ASM	+2 points for every abstract submitted (must provide confirmation of abstract submission)
Oral presentation at ASM	+2 points for every oral presentation
Active member of society (e.g. member of a CST committee)	+1 point for each committee
Contributions to Pharmacist Group or Society over the past year (e.g. worked on project/publication on behalf of society.)	+1 point for each project or CST-affiliated publication in the past year
No previous Pharmacist Group Bursary Award	+1 point