

## **PROCEDURES for IPTOP EDUCATIONAL SCHOLARSHIP PROGRAM**

***PURPOSE:*** *To encourage sharing of professional information at professional conferences through poster or platform presentation which covers a geriatric physical therapy topic.*

1. Applicant must be a member of their country's geriatric special interest group which is a member of IPTOP or be an associate member of IPTOP.
2. The applicant must have his/her poster or platform presentation, accepted by a professional medical conference.
3. Applications must be received by the IPTOP Treasurer via email, three months prior to the medical/professional conference to be attended.
4. The applicant may receive only one IPTOP educational scholarship per year and only one IPTOP scholarship for that specific poster or platform presentation ever.
5. Applications for the educational scholarship will be reviewed by a committee of three, representing three (3) IPTOP member countries. The review of applications and the decision of the awardees will take place by electronic communications. The members of the committee will be appointed by the IPTOP president with majority consent of the executive committee. The committee would refer their decision of the recipients for the educational scholarship to the IPTOP Executive committee for final approval.
6. The IPTOP Treasurer will verify the applicants' membership in home country geriatric group. Committee members will verify the conference at which the applicant will make the presentation. The IPTOP Treasurer will keep all IPTOP educational scholarship applications on file.
7. Committee members will make a blind review the application with regard to name of individual applicant and country membership.
8. Applicants for an educational scholarship will be informed by the IPTOP Treasurer of the outcome (yes/no) at least one month prior to the professional conference at which they will make the presentation. All decisions for the scholarship are FINAL and no appeals will be entertained.
9. Awarded monies will be forwarded to the recipient via check or bank transfer by the IPTOP treasurer with verification of the applicant's attendance at the conference.
10. The successful applicant will be provided with the IPTOP logo to use on the presentation/poster.

11. The IPTOP Executive Committee will be responsible for advertising the educational scholarship program and call for applications with electronic communications and the IPTOP newsletter.
12. An abstract of the educational scholarship winner's presentation/poster will be published in the IPTOP newsletter.



# IPTOP EDUCATIONAL SCHOLARSHIP APPLICATION

*(please PRINT OR TYPE CLEARLY)*

**NAME** \_\_\_\_\_

**MEMBER COUNTRY** \_\_\_\_\_

**EMAIL ADDRESS** \_\_\_\_\_

**HOME ADDRESS** \_\_\_\_\_

\_\_\_\_\_

**DATE of APPLICATION** \_\_\_\_\_

**PROFESSIONAL CONFERENCE and DATE (please attach notification of acceptance for presentation/poster at conference)**

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**PRESENTATION/POSTER TITLE and ABSTRACT (you may attach to the application)**

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