



Association of Pharmacy Technicians United Kingdom

APTUK Annual Professional Conference and Exhibition Bursaries Branch Nominations

1. Introduction

- 1.1 The bursary places are funded by APTUK and APTUK Annual Professional Conference and Exhibition sponsors. The number of bursary places therefore variable each year.
- 1.2 A bursary place at APTUK Annual Professional Conference and Exhibition will allow the delegate to attend:
 - all presentations
 - accommodation for one night
 - the awards dinner including all complimentary food and drink

Please note that the bursary does not include travel expenses or additional night's stay prior the start or after the APTUK Annual Professional Conference and Exhibition.

- 1.3 There are two ways in which members can apply for a bursary place:
 - a) Submission of a 200 word statement
 - b) Nomination by their local APTUK Branch
- 1.4 Nominees awarded a bursary will be required to submit an article for the APTUK Pharmacy Technician Journal, within twelve months of attending the Annual Professional Conference and Exhibition.

2. Application Process

- 2.1 The Pharmacy Technician must be a member of APTUK. Non-members will not be eligible.
- 2.2 The Chair of the Branch will ask all members to attend a branch meeting before the 24 May 2019. Branch members will be advised that at this meeting they would be able to give a 5 minute presentation in support of their application for a bursary place at APTUK conference.

3. Adjudication Process

- 3.1 Their presentation will be scored against the following criteria:
 - Demonstration of their passion for their career
 - Explanation of how the APTUK Annual Professional Conference and Exhibition would be of benefit to them and their team or branch
 - Have they entered/planning to enter one of the awards for this years' conference
 - How will they share their experiences from attending APTUK Annual Professional Conference and Exhibition
- 3.2 The presentations will be judged by branch members.
- 3.3 Each branch member attending the meeting will score the entries against the criteria above.



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- 3.4 They will then give their scores to the branch chair who will check the scores, the branch member with the highest score will be informed by the branch chair.
- 3.5 If there are several members with the same scores, these members will be entered in a closed ballot, or priority given to those who have not previously attended.
- 3.6 The chair for the branch will complete the APTUK Annual Professional Conference and Exhibition Bursary, Branch Nomination Form and send it via email to aptuk@profileproductions.co.uk by **24 May 2019**
- 3.7 Queries should be directed to Profile Productions, tel: 020 3725 5840.
- 3.8 Profile Productions will collate all the nominations and forward them to the Branch Liaison Officer branch.liaison@aptuk.org
- 3.9 The submissions will be entered into a draw. The Branch Liaison Officer will conduct the draw.
- 3.10 Applicants for bursaries will then be confirmed the outcome via email in June by the Branch Liaison Officer.
- 3.11 The Branch Liaison Officer will also inform Profile Productions and the Director of Finance of the outcome.

Andrea Ashton

Interim Director of Communications

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