

Travel Award Guidelines

<Award Details>

Travel Awards are offered to participants in the Neuro2010 Meeting (held jointly by Japanese Neuroscience Society, Japanese Neurochemistry Society and Japanese Neural Network Society) who come from Asian nations or developing countries in the neighborhood of Japan, and who will give a presentation at the meeting. Details of the Travel Awards are as set out below.

- A certificate will be conferred at an award ceremony to be held during the meeting.
- The meeting registration fee will be waived.
- Recipients will be invited to attend a reception to be held during the meeting.
- Recipients will be awarded a prize money. This prize money will be given as a partial support for the traveling expenses (the airfare from the recipient's country of residence to Japan, domestic transportation fee in Japan). Please refer to the attached file "the table of the amount of the prize money" for details about the classification by countries. The amount will not be increased under any circumstances. Each recipient must bear the shortfall. The prize money will be paid at the meeting venue, in Japanese yen.
- The recipients will be invited to attend the “International Exchange Meeting for Young Researchers”, which will be held on September 1st (the day before the start of Neuro2010).
Recipients who decide to attend this Meeting are requested to give a poster presentation of the research they intend to present at the meeting.
- The recipients who attend the above meeting on September 1st will be provided with accommodation throughout Neuro2010, for four nights from September 1st to the 4th.
- Recipients who will not attend the above meeting or intend to stay at other accommodations should arrange and pay the accommodation fees by themselves. Those who intend to stay before September 1st or after September 4th should also arrange and pay accommodation by themselves.
- Persons who do not attend the meeting will have their award revoked.

<How to Apply>

1. Complete advance registration
 - Complete advance registration should be made on the Internet Advance Registration (For Travel Award Applicants) web page. You have to choose one of the Societies (Japanese Neuroscience Society, Japanese Neurochemistry Society, or Japanese Neural Network Society) of which you are going to be a member. After your application is accepted as Travel Award, you need to join the Society (see below).
 - Once you have completed advance registration, you will be issued with a Registration ID Number and password. Please keep a secure record of these, as they are important information (required to register your presentation's abstract).
2. Register your presentation's abstract
 - Register your presentation's abstract on the Internet Presentation Registration (For Travel Award Applicants) web page.
 - You will need the Registration ID Number and password issued when you completed advance registration.
 - You must set your own password to complete your submission (Abstract Submission Password).
 - Once you have completed registering your abstract, you will be issued with an Abstract Submission Number.

- Your Abstract Submission password and Abstract Submission Number will be required when you change or confirm your registration details.

3. Submit your application documents

Send the following six documents to the Secretariat (Neuro2010@ics-inc.co.jp) **as e-mail attachments**.

Deadline: Must be received **by February 28, 2010**

- A) Travel Award Application Form
- B) CV
- C) List of papers
- D) Copy of passport (only the page where the photograph of your face is recorded)
- E) Letter of recommendation from supervisor (see note below)
- F) Letter of recommendation from referee (see note below)

Note: Items E and F above must be sent as e-mail attachments directly from the supervisor and referee themselves.

Send letters as Word documents **no more than a single A4 page** in length.

4. Send the original application form by post

Send the original of the Travel Award Application Form by post (airmail, FedEx, etc.).

Deadline: Must be received **by March 14, 2010**

Note: It is a good idea to include an application form for membership of the Society you choose in advance registration (see above) in case your application is accepted.

<Important Points>

■ Neuro2010 Web site:

<http://www.neuro2010.org/neuro2010-eng>

■ Online advance registration and abstract submission

Starting date: **January 22, 2010**

Deadline: Must be registered by **February 28, 2010**

■ Submission of application documents by e-mail

Starting date: **January 22, 2010**

Deadline: Must arrive by **February 28, 2010**

Send to: Neuro2010@ics-inc.co.jp

■ Submission of original Travel Award Application Form by post

Deadline: Must arrive by **March 14, 2010**

Send to: ICS Convention Design (Inc.)

9th Floor, New KBC Building, 1-1-35 Nagahama, Chuo-ku, Fukuoka City, 810-0072, Japan

Tel: +81-092-751-3244, Fax: +81-092-751-3250

<Schedule>

March 2010	Rating, selection, screening, decision on acceptance/rejection
April 2010	Notification of acceptance/rejection, confirmation of intention to attend
May 2010	Completion of procedures for joining the Society you choose (only those who intend to participate in the meeting)

June 2010 Notification of presentation date and format
September 2010 Meeting held

<Other points to note>

- Only one application for Travel Award may be made per person.
- If a single presentation has multiple authors, only one main author may apply.
- An individual may give only one presentation at the meeting as a main author.
- (If an application is accepted) Participants who require a visa to enter Japan must obtain this for themselves. The meeting organizers will provide documents required for visa applications on request.
- The meeting registration fee will be waived for rejected applicants who still decide to attend the meeting.

<How to join the Japanese Neuroscience Society (JNSS)>

Please see the “How to Join the Japan Neuroscience Society” page on the JNSS Web site. A system is in place to waive the admission fee and annual membership fee for meeting participants from overseas.

JNSS membership: <http://www.jnss.org/english/info/asowb/formE.html>

Main JNSS Web site: http://www.jnss.org/english/index_e.html

<How to join the Japanese Neurochemistry Society (JNS)>

Please refer to the Main Website (<http://wwwsoc.nii.ac.jp/jsn/index-e.html>). You can see the “How to join the JNS” page (<http://wwwsoc.nii.ac.jp/jsn/english/contents/join.html>) with a link to download application form in the Main Website.

<How to join the Japanese Neural Network Society (JNNS)>

In the Society’s Main Website (<http://www.jnns.org/english.html>), you will see how to join the Society and the link to download application form (<http://www.jnns.org/e-nyukai2009.pdf>).