

## **TED UNIVERSITY REGULATIONS FOR CONFERENCE PARTICIPATION SUPPORT FOR RESEARCH ASSISTANTS**

### **Aim**

#### **ARTICLE – 1**

The aim of this document is to regulate the rules and principles of the conference participation support for research assistants who are employed at TED University.

This document is based on the Article No. 130 of the Constitution of the Republic of Turkey, Higher Education Law No. 2547, Higher Education Institutions Governance Law No 2809 and the Foundation Higher Education Institutions Directive.

### **DEFINITIONS AND ABBREVIATIONS**

#### **ARTICLE - 2**

Some of the definitions and abbreviations used in this document are:

**RES.ASST:** Research assistants who have an employment contract with TED University.

**CONFERENCE:** Academic meetings participated by scholars and/or experts where a specific topic is analysed in detail.

**UNIVERSITY (TEDU):** TED University

**UEC:** University Executive Committee

### **PRINCIPLES**

#### **ARTICLE - 3**

**3.1.** In order to receive support for conference participation, the research assistant must be giving a presentation (paper or poster) at the respective conference.

**3.2.** The presentation should be based totally or partially on the sources and the infrastructure of the University and/or should be based on the results of the research activities carried by the faculty member alone or together with his/her colleagues. Conference presentations based on thesis, research projects, etc. carried in different higher education institutions are not supported by the University.

**3.3.** The name of the University should be used as “TED University” or “TEDU” on the presentation.

**3.4.** The support is given upon the reasoned request of the respective head of department, confirmation of the Dean and the approval of the University Executive Committee. This support is open to all the Res. Asst. Of the University who meets the above mentioned conditions. The Res. Asst. is responsible for specifying all the support items in his/her application.

**3.5.** The support is inclusive of the conference registration fee, travel expenses and the daily allowance if the conference is a nationally/internationally recognised event.

**3.6.** The amount of the financial support and its quantity is defined by the UEC at the beginning of each academic year and is announced by the Office of the Rector. However the defined amount has a guiding nature rather than being binding. UEC can designate the amount of the financial support on its own in line with the provisions in Article 3.5 and can partially or totally reject the application.

**3.7.** The Res. Asst. is responsible for presenting the academic activity report and the respective expenditure documents to his/her department.

## **ENFORCEMENT AND EXECUTION**

### **ARTICLE - 4**

This directive is accepted with the University Senate decision No.02 on 16,02,2017 and is approved by the Board of Trustees on 18,04,2017, meeting No.50.

This regulation is executed by the TED University Rector.