

WRITING INTERVENTION FORM APPLICATION: RETREAT

Checklist of attachments:

- □ Cover letter
- Quotations

□ Letter of support from the HOD or Dean

FACULTY, DEPARTMENT,	
SCHOOL OR UNIT	
DATES	
VENUE	
COORDINATOR	
SIGNATURE OF COORDINATOR	
READER	

Participants:

TITLE	NAME	SURNAME	EMAIL ADDRESS	TITLE OF MANUSCRIPT	TARGET DATE OF SUBMISSION	JOURNAL & IMPACT FACTOR

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Have any of the above participants attended previous retreats funded by the CGS? Choose an item.

If yes, please provide a report (if not submitted already) of the participants' previous writing projects (in a separate Word document).

Budget:

Venue hire	
Accommodation	
Meals and refreshments	
Reader	
TOTAL	