

 Faculty of Education

 Graduate Student Travel Fund Application Form

**Applicant information:**

|  |  |
| --- | --- |
| Applicant Name |  |
| Applicant’s Email |  |
| Dept/School |  |
| Location of travel/conference |  |
| Name of conference |  |
| Dates of event/travel | From | To |

**Eligibility (please check appropriate box and circle program):**

|  |  |
| --- | --- |
| [ ]  | Full-time graduate student: MA M.Ed MSc PhD |
| [ ]  | Part-time graduate student: MA M.Ed MSc PhD |  |

**Nature of Travel/Conference Activity:**

|  |  |
| --- | --- |
| [ ]  | Presenting a paper, poster, round table, artistic performance, or exhibit. **Attach copies of 1) the abstract or equivalent document that describes your activity, and 2) of the event program where your participation is indicated OR a confirmation of your acceptance to the conference/event.** |
| [ ]  | Participating in a leadership role. **Attach 1) documentation outlining your role, and 2) a copy of the event program where your participation is indicated OR a confirmation of your acceptance to the conference/event.**  |
| [ ]  | Travel to conduct research. **Attach description of research activity.** |

**Funding Request (please list estimated eligible expenses):**

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| --- | --- |
| **Total request:** | **$** |

Please ensure all sections are completed and supporting documents attached.

|  |  |
| --- | --- |
| Signature of the Applicant: Date:  | Signature of Supervisor: Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

Please submit completed application to Research and Grants Facilitator, MacLaurin A363 or email to edresearch@uvic.ca