

School of Graduate Studies

Student Travel Grant

Please Note: All Applications for Travel Grants must be submitted to the GAU before the travel commences or the request will be rejected. This is not a request for a travel advance.

Name		ID #	
Name of Conference			
Type of Conference		Last Travel Grant	
Departure Date		Return Date	
Title of Presentation			
Destination		Supervisor	

All travel grants must be validated by completing a Travel Expense Claim form and returning it to the School of Graduate Studies within one month of completion of travel. This Travel Expense Claim will include original or a copy of the original receipts for expenses incurred, copy of conference program showing presentation by student or, where grant is for research travel, receipts for travel and accommodation. Also included should be a disclosure of any and all other funding provided to the student to attend this conference.

I acknowledge that any travel grant monies received will be expended only for my personal travel expense and I will not submit my receipts to any other sources for reimbursement of the amount of grant received.

Student's Signature _____ Date _____

Supervisor's Comments on proposed travel in the context of the student's research (Please indicate if your student will be receiving monies from other sources to attend this conference)

Supervisor's Name _____

Supervisor's Signature _____

Comments - Director of Graduate Studies

Director's Name _____

Director's Signature _____