Graduate Student Travel Application Form

Guidelines:
1. Travel must have taken place before reimbursement.
2. Eligible activities: field or archival research outside of the Edmonton area; presentation of original research at a conference.
3. Students can only hold the award once during their time in the GSJ MA program.
4. Applications are to be submitted to the Associate Chair, Graduate for consideration by the Graduate Committee in advance of the three competition deadlines: November 1, March 1, and July 1 of each year.
5. Applicants must be in good standing (GPA, GAship, completion of milestones, within normative time)

Student Name: ________________________________________________
Student ID#: ________________________________________________
Reason for travel: ________________________________________________
Dates and Destination: ________________________________________________
Relevance of travel to student's program:
________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________

Cost estimates or actuals:

Airfare:________________________________________________________
Accommodation: ______________________________________________
Conference Registration: _________________________________
Other (please specify: ________________________________
TOTAL REQUESTED: ________________________

Endorsement by Supervisor: ____________________________ (Name) ____________________________ (Signature)

Student Signature: ____________________________ Date: ____________________________

Please attach: Abstract
Acceptance letter or copy of program of conference
Original receipts for travel, accommodation and conference registration fees if travel is completed.