

Application Form for Conference Travel Funds (Graduate Student)

This program has been established by the Faculty of Graduate Studies and Research to assist graduate students with travel and accommodation expenses associated with presenting a paper or poster at a conference. Maximum funding support available under this program is \$500.

Completed application forms are to be submitted to the **Dean, Faculty of Graduate Studies and Research** (dean.fgsr@smu.ca). Applications will be considered when received.

Eligibility criteria:

Applicants must be attending the conference for the purpose of presenting a paper or poster

Applicants must be in good academic standing and be

during the course of their studies. Applicants from PhD programs may receive funding from this competition twice (2) during the course of their studies.

Selection criteria:

The proposed budget (reliability, reasonableness).

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o The opportunities for publication of the conference presentation to a broad audience.

Complete applications must include:

Application form (all sections)

Budget of estimated expenses (complete the appropriate section in application form)

Letter of acceptance from conference organizers *and/or*



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Section 1 – Applicant Details

Name: _____ Student #: A

Graduate Program: _____ Uwr gtxkuqtøi'P co g<

Current Status: Full-time Part-time Year Degree Expected: _____

Email: _____ Phone #: _____

Have you previously received FGSR travel funding? Yes No

Section 2 – Conference Information

Title of Conference: _____

Date: _____ Location: _____

Presenting: Paper Poster

Title of Paper/Poster: _____

Section 3 – Estimated Costs

Registration Fees: \$ _____

Transportation: \$ _____

Lodging: (_____ nights @ \$ _____ each) \$ _____

Meals \$ _____

TOTAL EXPENSES \$ _____

Amount of request (maximum \$500) \$ _____

Other funding you have secured to defray the cost of presenting at this conference: \$ _____

List additional sources of funding you have applied for and/or received. Include departmental support as appropriate. If your application for funding was denied, indicate why.

Describe your efforts to secure additional funding and indicate the sources consulted. What efforts have you made to reduce costs?

Section 4 – Potential Impact of Conference Participation

Please explain:

The potential impact of the conference on your research program

The potential impact of presenting at the conference on Saint Mary's University profile

Any opportunities for publications of the presentation

Section 5 – Verification of Applicant Information

I affirm that the above information is correct and true to the best of my knowledge.

Please remember to include the Abstract of the paper/poster you are presenting and a letter of acceptance from the conference organizers.

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Date:

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