

GREAT

Graduate Research Enhancement and Travel Awards Application Instructions

1. Graduate travel awards are given to students who will travel to present their research at a scientific conference.
2. The maximum amount of the award is \$500. Priority will be given to students who have not received an award in the past.
3. Applicants must be registered in a M.Sc. or Ph.D. program.
4. Applications must be made prior to submission of the student's initial thesis. However, travel may occur up to submission of the final e-thesis copy. Expense reports need to be filed before or during the final registration term in order to receive the award.
5. Travel awards will not be provided for field work or research constituting normal graduate research activities.
6. Evidence of formal participation is required, e.g. a copy of an email from the conference organizers indicating that your presentation has been accepted.
7. The application must include a budget listing the estimated associated costs (registration, lodging, airfare, etc.)
8. Applications will be accepted on a rolling basis.
9. Funds will be distributed upon submission of an expense report with original receipts for all eligible expenditures. Please contact Sonal Patel at 398-5595 for further instructions about the expense report procedures.

GREAT TRAVEL AWARD APPLICATION

Please provide the requested information and documents. Incomplete applications will not be considered

Name: _____

ID Number: _____

Name of meeting _____

Location and dates _____

Amount requested (see above) _____

Oral presentation _____ OR Poster presentation _____

A prior application for this award has been funded Yes ___ No ___

Required documents:

1. A copy of the abstract of your presentation.
2. Evidence that your presentation has been accepted (e.g. email notification from the organizers).
3. A letter from your supervisor confirming your attendance at the meeting and indicating his/her contribution towards the costs.
4. An estimated budget (registration, airfare, lodging, etc.).

Student Signature: _____ Date: _____

Supervisor Name (print): _____

Supervisor Signature: _____ Date: _____

Return application to Sonal Patel by e-mail as one attachment in a PDF format to sonal.r.patel@mcgill.ca, in person or by mail to Sonal Patel, Department of Biology, Stewart Biology Building, Room W4/1, 1205 Avenue Dr. Penfield, and Montreal, QC, H3A 1B1.

FOR DEPARTMENT USE ONLY

GTC Chair Name (print): _____

GTC Chair Signature: _____ Date: _____