

Research Travel Awards Application Instructions

Application Instructions Research travel awards are given to students to fund research travel. The maximum award size will depend on requests relative to available funds but will be approximately \$2,000 CAD.

In order to be eligible to receive funding from this program, students must be:

- Registered fulltime in a graduate degree program
- Traveling for the purpose of:
 - Research
 - Field work
 - Learning about methodologies or research techniques
 - Workshops or short courses
- Traveling internationally or within Canada
- Not receiving funds from the Student Exchange & Study Away (SESA) program
- NOT be traveling to attend a conference

Some or all of the travel should occur between January 1st and August 31st, 2017.

A 1 page description of the proposed travel and how it will advance the student's research program is required.

The application must include a budget for the research travel, with supporting documentation, listing the estimated associated costs and identifying which budget line items for which Research Travel Award Funding is requested.

Application deadlines will vary depending on fund availability. **The next deadline is Friday, January 13th, 2017.**

RESEARCH TRAVEL AWARD APPLICATION

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

Name: _____

ID Number: _____

Destination _____

Purpose of travel _____

Travel dates _____

Required documents:

1. A description of the proposed travel (1 page) and how it will advance your research program.
2. A supporting letter from your supervisor.
3. An estimated budget, with documentation.
4. A supporting letter from participants at the destination (e.g. collaborators), if applicable.

Student Signature: _____ Date: _____

Supervisor Name (print): _____

Supervisor Signature: _____ Date: _____

Return application to Sonal Patel, either 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, Montreal, QC, H3A 1B1.

FOR DEPARTMENT USE ONLY

Registration year: _____

Previous travel awards or applications: _____

Approved amount: _____

GTC Chair Name (print): _____

GTC Chair Signature: _____ Date: _____