Graduate Student Travel and Technology Grant Application 2020-2021 (UTM and UTSC students)

Each graduate student that maintains ‘good academic standing’ (i.e. passed PhD qualifying exams, and/or have had regular annual supervisory committee meetings) may receive up to $400 towards expenses associated with attending a conference for each year of enrollment, effective during the period beginning May 1st and ending April 30th. Reimbursement takes place after the conference. Graduate students in good standing can also apply to use these funds to towards improvement of their work-related hardware, buying needed educational and scientific software, and subscribing to online courses and certificates directly related to their research program. Send items to Ian Buglass, along with original receipts, credit card statements, and a copy of your abstract (for conferences) or a brief justification if requesting funds for a technology grant.

*Note that students can claim up to the maximum per diem meal allowances, but actual per diems are not provided:
Canadian conferences - $11 (breakfast), $17 (lunch), $27 (dinner). Total daily maximum of $55 CAD
USA or other international - $15 (breakfast), $22.50 (lunch), $37.50 (dinner). Total daily maximum of $75 CAD

Name: __________________________________________  Student number: __________________________
Email address: _________________________________________________________
Program: MSc (   )   PhD (   )  Supervisor: ____________________________________________________
Name and location of conference: _____________________________________________________________
_________________________________________________________________________________________
Date of conference: ______________________________  Approximate number in attendance: ____________

Expenses:
Travel: ______________________________________  Accommodation: _________________________________
Registration/other expenses: _______________________________  Total: _________________________________

Oral presentation (   )  Poster presentation (   )
Title of presentation: ________________________________________________________________________
_________________________________________________________________________________________
* Please attach a copy of your abstract along with this application.

Reimbursement to be issued to:
Student □
*If the student is to be reimbursed, please submit all relevant receipts to the CSB Graduate Office, and include an Expense Reimbursement Form (located on the CSB website at http://www.csb.utoronto.ca/graduate/current/forms-links
Supervisor □
*Supervisors at UTM and UTSC should have their Business Officer contact Roshni Gopal (416-978-8865) or email roshni.gopal@utoronto.ca.
Roshni will provide the Business Officer with the necessary accounting information to process the reimbursement. An Expense Reimbursement Form does not need to be submitted if the payment is being issued to the supervisor.

________________________________________      _______________ _______________________
Student signature (required)          Supervisor signature (required)

Please return completed, signed applications to:
Ian Buglass, Graduate Office, Room 424-F, Ramsay Wright Building
25 Harbord Street, Toronto, ON M5S 3G5 (FAX: 416-978-8532) E-mail: ian.buglass@utoronto.ca