



## Department of Cell and Systems Biology

### Graduate Student Travel and Technology Grant Application 2021-2022 (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 1<sup>st</sup> and ending April 30<sup>th</sup>. 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 - \$15 (breakfast), \$20 (lunch), \$45 (dinner)
  - Total daily maximum of \$80 CAD
- USA or other international - \$20 (breakfast), \$25 (lunch), \$55 (dinner)
  - Total daily maximum of \$100 CAD

Name:	Student number:
Email address:	
Program: MSc <input type="checkbox"/> PhD <input type="checkbox"/>	Supervisor:
Name and location of conference:	
Date of conference:	Approximate number in attendance:

### ***Expenditures:***

Travel:	Acommodation:
Registration/other expenses:	Total:

Oral presentation  Poster presentation

Title of presentation:

Abstract:

**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 Arina Rusu (416-946-8171) or email [arina.rusu@utoronto.ca](mailto:arina.rusu@utoronto.ca). Arina 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

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Student signature (required)

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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](mailto:ian.buglass@utoronto.ca)