Department of Cell and Systems Biology

Graduate Student Travel Grant Application 2022-2023 (St. George students)

Ph.D. students who maintain 'good academic standing' (i.e. passed PhD qualifying exams, and/or have had regular annual supervisory committee meetings) may receive up to $1,000 towards expenses associated with attending a conference for each year of enrollment, effective during the period beginning May 1st and ending April 30th. M.Sc. students can claim up to $500 from May 1st to April 30th while maintaining good academic standing. Reimbursement takes place _**after**_ the conference. Send all items to Ian Buglass, including **original** receipts, credit card statements, proof of payment, and a signed expense reimbursement form. (*PhD students should use the 'Technology Grant Form' for any tech purchases)

*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 ❑ PhD ❑	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 ❑ An *Expense Reimbursement Form* does <u>not</u> 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