



# Graduate Student Travel Grant

## INTERNAL GRANTS PROGRAM TERMS

### **Graduate Student Travel Grant Details**

**Purpose:** This internal Graduate Student Travel Grant is intended to subsidize travel to conferences for full-time graduate students in research-based Master's or Doctoral programs only. In order to be eligible, students must present scholarly work (e.g. a presentation, poster, demonstration, visual arts piece or performance) based on the results of their graduate thesis research at a national or international scholarly meeting or conference.

**Adjudication:** Grant applications will be assessed for suitability on an ongoing basis. Please allow for at least 10 working days for approval.

**Award Criteria:** Applications should address the following questions:

1. What are the research results to be presented? (i.e abstract as submitted to the conference, or a suitable alternative)
2. Where is the presentation being made? (What conference/location/society, at the local/national/international level, to what audience?)
3. Why is the selected conference an important venue for presenting the research results? (What are the benefits to the student and to UBC Okanagan to have the applicant's presentation given at **this** conference?).
4. What was the applicant's role in the development of the research results (ideas /experiments/studies/artistic products/analysis/synthesis/writing) being presented? What is the applicant's role in the conference?

Only travel that demonstrably enhances the student's career development and serves as a suitable vehicle for mobilizing the knowledge produced will be approved.

**Eligibility:** Full-time graduate students presenting their scholarly work at a conference are eligible to apply in a timely fashion up to and including the term in which they plan to travel. Please allow at least 10 working days for the adjudication of the application.

- Applicant must be included in the conference program.
- Travel must occur after the approval of the award. Only expenses incurred within the term of the award are eligible for reimbursement. Appropriate receipts are required (see travel policy).
- Student must be registered in a UBC Okanagan graduate program at the time of the application and at the time of the conference.
- Applicants may receive travel funding once as a Masters student (up to \$1000) and twice as a PhD student (PhD students may request support for either one or two conferences, but regardless total funding of \$1,500 is available).



## **How to Apply**

Complete the Graduate Student Travel Grant Application Form and provide confirmation of participation in the conference i.e. Letter of Invitation/Acceptance that describes the nature of your participation in the conference (with English translation if necessary).

**Signatures:** The signatures of the Applicant and Supervisor must accompany all applications.

### **Application Submission**

When the application is complete, submit the original copy of the application to [fass.research.ubco@ubc.ca](mailto:fass.research.ubco@ubc.ca)