

Graduate (International) Research Travel Award

Return this form and supporting documentation to your Graduate Program Chair by your department's internal deadline.

APPLICANT SECTION

First name		Surname	
Student number		Email	
Department		Degree (eg. MA, MAsC, MSc, PhD)	
Supervisor			
I wish to hold this award in		<input type="checkbox"/> Summer 2012 <input type="checkbox"/> Fall 2012 <input type="checkbox"/> Spring 2013	
Checklist of required documents to accompany this application form: <input type="checkbox"/> current, unofficial SFU transcript <input type="checkbox"/> copy of transcript from the institution from which you obtained your most recent degree <input type="checkbox"/> research proposal (maximum 2 pages). See terms of reference for further details. <input type="checkbox"/> list of scholarly contributions and awards held as an undergraduate and graduate student <input type="checkbox"/> letter of support from your senior supervisor, indicating the relevance of travel to the research and confirming that they do not hold a research grant that could support the travel <input type="checkbox"/> budget summary form. See terms of reference for further details.			

Destination Information Indicate the organization and department/division where you plan to undertake your research studies.

Organization name		
Department / Division		
Country		
Host supervisor (if applicable)		Host supervisor email
Duration of travel	Start date	End date

Recipients of the Graduate (International) Research Travel Award will be required to submit a short report of their activities to the Dean of Graduate Studies Office after the travel has been completed. Failure to do so will result in a reduction of awards made to the student's program in future.

Applicant's Signature

By submitting this application, I certify that all information is true and that all required permissions to undertake research (including research ethics approval) will be obtained prior to travel taking place. I further agree to abide by the Terms of Reference of this award.

Signature	Date
-----------	------

Freedom of Information and Protection of Privacy

The information on this form is collected under the authority of the *University Act* (RSBC 1979, c.419). This information is needed and will be used to update your student record. If you have questions about the collection and use of this information, contact the Director of Records and Registration, Office of the Registrar, 778-782-3224.

Graduate (International) Research Travel Award *(continued)*

Budget Summary Enter the amounts rounded up to the nearest dollar.

Proposed expenditures	
Travel costs	\$
Accommodation	\$
Living expenses	\$
<i>Other travel-related expenses (specify below)</i>	
	\$
	\$
	\$
	\$
	\$
	\$
Total	\$
Amount requested (maximum \$6,250)	\$

Awards will be disbursed through the SFU Student Account (SIMS) approximately two weeks before the travel date. Please note: Any indebtedness to the University will be subtracted from the award value.

DEPARTMENT USE ONLY

Departmental Ranking: Please rank all candidates for this award using the criteria received from the Dean of Graduate Studies Office and the Terms of Reference (printed overleaf). Do not submit any tied rankings.

Applicants were ranked by <input type="checkbox"/> Graduate program committee <input type="checkbox"/> Scholarship committee <input type="checkbox"/> Graduate program chair <input type="checkbox"/> Other: _____		
Of		applicants, this applicant has been ranked

Signature of Graduate Program Chair or equivalent Faculty or Unit representative

Name (please print)	Signature	Date
---------------------	-----------	------