While travel restrictions are in place, The Faculty of Graduate Studies (FGS) and the Graduate Students' Society (GSS) have **temporarily** reallocated a portion of the Graduate Student Travel Grant Fund to a grant for students intending to present at or remotely attend online conferences. Students are reimbursed for online conference fees only upon completion of the conference. The FGS administers this fund, which is distributed on a first-come, first-served basis to eligible graduate students. Priority will be given to first time recipients (including recipients of a FGS travel grant), as long as their applications are received at least two months prior to the month of the conference and they meet all the other eligibility requirements at the time notices are sent.

Eligibility Criteria - check list:

- ☐ You are registered in 1.5 units in the term in which the conference takes place
- ☐ You have not yet received a FGS online conference grant (or travel grant) for the current fiscal year (April 1 - March 31)
- ☐ Your supervisor or advisor has signed the grant application
- ☐ You have included a confirmation of conference registration

To Apply:

Fully complete the application and submit by email to fgsschol@uvic.ca, **no more than four months prior to the date of the conference**. Applications submitted after a conference will not be considered. Only complete applications will be considered.

Award Amounts:

A maximum of $300 to **present or attend** conferences online

Claiming Expenses:

> Upon completion of the conference, you must submit a short summary (1-2 paragraphs) of your experience highlighting how the conference contributed to your learning, as well as a receipt for registration. The receipt(s) must total the amount for which you have been approved. *You will not be reimbursed for expenses which have been paid for by other individuals, and departments and faculty members will not be reimbursed by this program.*
>
> **Please note that there is a 30 day deadline for submitting claims which will be strictly enforced.**

Questions/Cancellations: Please email the Faculty of Graduate Studies, Scholarship Assistant at fgsschol@uvic.ca Also contact us to cancel if you are unable to use the grant.

Online Conference Grant Application

This section to be completed by the APPLICANT

Student Name: _____   Student #: _____

Dept/School: _____   Email: _____

Address: _____   Phone: _____

Have you ever received a Faculty of Graduate   Program Start Date: _____

Studies online conference (or travel) grant before?: Yes ☐ No ☐

Conference Information:

Name of conference: _____

Conference dates: _____

Will you present a paper or poster? _____   Yes* ☐   No ☐

Title of paper or poster:

_____

_____

_____

Estimated Expenses: Registration Fees: $ _____

Other fees
(membership, etc) $ _____

Signature of Applicant _____   Date _____

This section to be completed by applicant's SUPERVISOR or GRADUATE ADVISOR

Please note: students will not be reimbursed for expenses paid for by other individuals or departments, and refunds will be paid to students only.

Supporting comments: _____

_____

Is this a group presentation YES / NO? Is this student the representative for the group?

Supporting Comments: _____

Is the applicant receiving any financial support?

From the Department or School? $ _____

From research grants or other sources? $ _____

Name of Supervisor/Graduate Advisor _____   Signature _____
(Please print)