

Department of English

Graduate Program

Travel Awards

MA and PhD students can apply for support for conference and/or research travel from the Graduate Program.

Students can also access additional funds from GSS, FGS, and CUPE, as appropriate. The Margot K. Louis Award is also available annually for students needing support for a research trip (see <http://www.uvic.ca/graduatestudies/finances/financialaid/uvicawards/index.php>; there is a separate call for applications for this award in the late summer).

Any student that has a truly exceptional opportunity related to their program of study (such as the Cornell School of Criticism and Theory Summer School), must inform the Graduate Adviser as soon as possible in case additional funds are available to support some of the travel costs.

Eligibility

- Any student can apply to the fund to reimburse travel expenses up to the value of \$300, if travelling for the purposes of delivering a conference paper and/or conducting archival research that is **essential** to their MA Essay/Project/Thesis or PhD dissertation
- Normally only one award will be given to each student within a fiscal year (1 April to 30 March)
- Students must be aware that funds are limited and applications are competitive
- Students must be registered full time at the date of the conference
- Receipts must be submitted to the Graduate Secretary before reimbursement
- Priority will be given to
 - PhD students (although MA students are still eligible),
 - high-impact conferences and/or research trips that will have a significant contribution on the student's research and professional profile and
 - the student's historical record of receiving travel funding as well as student's overall funding package (to ensure equitable distribution of funds)

Application Process

- Applications are due on the following quarterly deadlines each year: 15 July, 15 October, 15 January, 15 April.
- Please note that students cannot backdate their application to a conference that has already taken place
- Students apply by completing the Department of English Travel Grant Application, and handing in a paper copy (or emailing a scanned signed copy), to the Graduate Secretary, along with proof of acceptance of a conference paper (such as an email confirming the paper has been accepted for the conference)
- Awards will be made by the Graduate Adviser in consultation with the Graduate Committee

**English Graduate Program
Travel Grant Application**

Student Name:	Student #:
Name of Conference:	
Location:	

Title and short description of work being presented (please also briefly explain how the topic relates to your dissertation or MA thesis/essay/project):

Estimated Expenses:

Transportation:	\$
Accommodation:	\$
Meals:	\$
Registration Fee:	\$

Have you secured funding from other sources (e.g. FGS, GSS, CUPE)? Yes No

If so, please give the amount here: _____

Signature of Applicant _____

Date:

Signature of Supervisor _____

Date: