**Strategic Framework Experiential Learning Fund (SF-ELF)**

# Travel award application for practicum placements

## Section 1: Applicant information

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Full name:** |  |  |  | **Student ID:** | V00 |
|  | First name | Last name |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Phone:** |   |  | **Email:**  |   |

|  |  |
| --- | --- |
| **Title of practicum:** |  |
| **Course code:** |  |
| **Department/School/Major:** |  |
| **Level of study:** |[ ]  Undergraduate |[ ]  Graduate |

**Term information for when funding is being requested**

|  |  |  |  |
| --- | --- | --- | --- |
| **Term:** |[ ]  Fall |[ ]  Spring |[ ]  Summer |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Term start date:** |  |  | **Term end date:** |  |
|  | *YYYY/MM/DD* |  |  | *YYYY/MM/DD* |

|  |  |
| --- | --- |
| **Number of academic terms completed by start of placement** |  |

**Practicum information**

|  |  |
| --- | --- |
| **Institution/Organization:**  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Location:** |  |  |  |  |  |
|  | *City/ Town* |  | *Province/ State* |  | *Country* |

|  |  |
| --- | --- |
| **Anticipated monthly remuneration from employer (if applicable):** | $  |
|  | *Approx. CDN value* |

## **Where do you normally reside?**

## **Have you, currently or in the past, lived in the practicum location listed above?** [ ]  **Yes** [ ]  **No**

## **Have you previously received SF-ELF Funding?**

[ ]  **Yes** [ ]  **No**

## **If yes, please provide details.**

## Section 2: Declaration

I hereby confirm that I meet the eligibility requirements for application for this Strategic Framework Experiential Learning Fund. I certify that the information given in this application is true and complete.

|  |  |  |
| --- | --- | --- |
|  |  |   |
| **Applicant signature** |  | **Date (YYYY/MM/DD)** |

## Section 3: Statement of intent

 Attach a statement of intent answering the following three questions:

1. Brief description of your duties and/or responsibilities.
2. Brief outline of what you expect to learn from this experience and **how this experience will impact the community.**
3. What were the three main criteria influencing your decision to take this opportunity outside the Victoria region? Include any relevant community engagement and/or personal connection.
4. Any other impacts on your studies of which the Committee should be aware.

The statement must be no more than one page, double spaced, size 12 font.

##  Section 4: Résumé

 Attach a copy of your résumé. Be sure to include your name and home address.

## Section 5: Transcript

 Attach a copy of your administrative (unofficial) transcript.

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Applications must be compiled into a single PDF document in the order listed below. The PDF document must be named as: Firstname\_Lastname\_TermYear\_SF-ELF.pdf. For example, Jane\_Doe\_Summer2025\_SF-ELF.pdf.

**Checklist:**

**Section 1 and 2: Completed Application Form (Applicant Information and Declaration (signed)**

**Section 3: Statement of intent**

**Section 4: Résumé**

**Section 5: Transcript**

Application package must be submitted by email to academicqac@uvic.ca