



Strategic Framework Experiential Learning Fund (SF-ELF)

Travel awards for practicum placements outside Victoria

An allocation is available to students in academic units requiring practicum placements, in order to increase opportunities for students to participate in practicums outside Victoria and in rural and/or international locales. If you are a distance student or your programming is based at one of our partner institutions outside of Victoria, you may still apply.

Applications are adjudicated by a panel convened by the Associate Vice-President Academic Planning. Typical stipends include \$1,000 per domestic placement and \$3,000 per international placement.

Selection criteria

- The contribution which the student expects to make during the practicum placement to the community (i.e., rural, Indigenous settings, international communities, etc.).
- Length and intensity of practicum placement.
- Alignment of practicum placement with [strategic framework priorities](#):
 - 1) cultivate an extraordinary environment,
 - 2) advance research excellence and impact,
 - 3) intensify dynamic learning,
 - 4) foster respect and reconciliation,
 - 5) promote sustainable futures,
 - 6) engage locally and globally.

Eligibility requirements

- Applicants must be undergraduate or graduate students who meet the eligibility for practicum who have been placed in a practicum outside of Victoria or at a UVic partner institution.
- Applicants must be registered in a credited practicum course that is required to complete their degree.
- Applicants must be in good academic standing.
- Applicants must not live in (or have as their primary residence) the area of the practicum placement.

Application submission deadlines

Spring practicum placements (January-June)	December 1
Summer and Fall practicum placements (July-December)	June 1

Application instructions

All sections and attachments must be completed and submitted by email to vpacapal@uvic.ca.

Section 1: Applicant information

Section 2: Declaration

Section 3: Statement of intent

Section 4: Résumé

Section 5: Transcript



Applications must be compiled into a single PDF document in the order listed above. The PDF document must be named as: Firstname_Lastname_TermYear_SF-ELF.pdf. For example, Jane_Doe_Fall2020_SF-ELF.pdf.





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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/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

Practicum information

Company/organization name (if applicable): _____

Location: _____
City/Town Province/State Country

Anticipated monthly remuneration from employer (if applicable): \$
Approx. CDN value

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

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.

Include 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.

Section 5: Transcript



Attach a copy of your administrative (unofficial) transcript.

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Section 1: Applicant Information

Section 2: Declaration (signed)

Section 3: Statement of intent

Section 4: Résumé

Section 5: Transcript