

## GRADUATE LEVEL STUDENT TRAVEL AWARDS

**Donor:** Athabasca University  
**Value:** Up to \$1000 for conference travel in North America  
Up to \$1500 for international conference travel  
**Number:** Varies

### Description of the Award

These funds are intended to support dissemination/presentation opportunities which showcase the high quality of research being conducted by graduate students at Athabasca University. Award funds are intended to assist with the costs associated with travel expenses.

### Conditions of Eligibility

Applicants must meet the following criteria to be eligible to apply for this award:

- Be a current student enrolled in graduate studies at Athabasca University
- Be presenting or disseminating research at a conference or workshop- Provincial, National or International
- Be a non-Alberta resident
- Be a Canadian citizen or have permanent resident status in Canada
- Be in good academic standing in their graduate program, minimum GPA of 3.0 is required.
- Eligible students may receive a maximum of two travel awards during their program of study

**NOTE:** Students who are within the last 9 credits of their program, are eligible for the award if the presentation is conducted **within three months** after their graduation, and the presentation occurs within the **same fiscal year (April 1 to March 31)** in which the award was granted.

### Application Instructions

1. Submit your application here: Student Awards Application System Or navigate back to the award listing to submit.
2. Receipt of Reference Letter as instructed in section G of this application form.
3. Receipt of supporting documentation; confirmation of conference acceptance and a copy of the conference program can be emailed to: [awardsapplication@athabascau.ca](mailto:awardsapplication@athabascau.ca)

### Award Notification

Successful applicants should expect to be notified within one month of the selection committee convening to choose recipients.

### Questions?

Visit the Athabasca University Awards website located at:

<http://www.athabascau.ca/registrar/studawrds.php>

or call toll free 1-800-788-9041 extension 6197 or 780-675-6197

or email [awardsinfo@athabascau.ca](mailto:awardsinfo@athabascau.ca) with your inquiries.



## APPLICATION FORM FOR GRADUATE LEVEL STUDENT TRAVEL AWARDS

### A. PERSONAL INFORMATION

Athabasca University Student Identification Number:

Social Insurance Number:

Last Name:

First Name:

Middle Name:

Mailing Address 1:

Mailing Address 2:

City:

Province:

Postal Code:

Country:

Primary Telephone Number:

Alternate Telephone Number:

Email Address:

Have you included an optional CV (maximum three pages) with this application? **Yes** **No**

### B. CURRENT POST-SECONDARY EDUCATION INFORMATION

Complete the information requested below. Information will be verified with your student record and other sources, if required.

In which graduate program are you enrolled?

Are you currently enrolled in full-time graduate studies? **Yes** **No**

Are you a Canadian citizen or lawfully admitted to Canada for permanent residence? **Yes** **No**

### C. BASIS FOR PRESENTATION MATERIAL

For what AU requisite was the research paper or report produced?

AU Graduate Course – Course Name:

AU Graduate Thesis

AU Graduate Final Project

Independent Project or Collaboration with AU Faculty



#### **D. PRESENTATION INFORMATION**

Title of Presentation

Date(s) of Presentation

Location of Presentation

Full Title of Conference (include whether provincial, national, or international)

#### **MODE OF DISSEMINATION**

Research Paper or Report, sole presenter/session leader

Research Paper or Report, panel member/co-author

Research Paper or Report – Poster session

Research Paper or Report – Cracker Barrel session

Poster Presentation

Other – Describe:

#### **DETAILS OF PRESENTATION**

##### **Abstract or Summary**

Provide an abstract or summary of your presentation. If an abstract is not available, and you are presenting at a conference, you may provide a copy of other documentation upon which the invitation to present was based.

##### **Objective of Dissemination**

Briefly describe the purpose and objectives of presenting at this conference. Describe how this presentation or conference contributes to your program of study.

##### **Research Paper**

Is the research paper, project or thesis available as an appendix to this application?

**Yes**   **No**

Is the Research Paper available online?

**Yes** , at

**No**



### E. CONFERENCE ACCEPTANCE

Have you emailed a copy of the conference acceptance/invitation letter and the conference program to [awardsapplication@athabascau.ca](mailto:awardsapplication@athabascau.ca)?    Yes            No

Describe the conference level (academic or professional stature, target audience etc.)

Describe the referee or selection process that was undertaken in order for you to be invited to present.

### CONFERENCE PUBLICATION

Will the conference proceedings be published?    **Yes**        **No**  
If yes, will your contributions be published?    **Yes**        **No**  
If yes, will your contribution be refereed?        **Yes**        **No**

### F. BUDGET

Provide a budget of all planned expenses related to the conference or workshop presentation such as travel expenses, conference registration costs, accommodation costs, production and printing costs for poster presentations.

Name of Planned Expense	Estimated Costs
Conference registration costs.	
Travel expenses.	
Accommodation costs.	
Production and printing costs for poster presentations.	
Other costs. Please Describe	
<b>Total estimated costs.</b> Add all costs under the header "Estimated Costs" and enter the total in the column to the right.	



## G. LETTER OF SUPPORT or RECOMMENDATION

This award requires a written support letter from a referee of your choice. You will be asked to supply the Referee's first and last name, email address, phone number and type of relationship to you, i.e., academic, personal or professional etc. When submitted, our system will send your referee an email with instructions for them to complete the referee process including the support letter document upload.

**To access the Letter of Recommendation form, please navigate back to the award listing.  
Click here: [Graduate Level Student Travel Awards](#)**

You are strongly encouraged to alert your referee to the request that will be forthcoming. The AU Student Awards Office will not follow up on support letter requests that are not completed.

***The support letter must be received by the application deadline date. A missing support letter will disqualify you.***

## H. REQUIRED CERTIFICATION AND RELEASE

I certify that the information provided in this application and in the accompanying documentation is true, accurate and complete. I authorize the provision of any information held or to be held by Athabasca University, and others relating to my application, including but not limited to personal evaluations and transcripts, to the Student Awards Unit of Athabasca University and the Selection Committee chosen for this scholarship. I understand and accept that: (1) such information will be used by the Student Awards Unit and the awards selection committee of Athabasca University for the purposes of selection, for statistical analysis, and to facilitate ongoing administrative correspondence with applicants, necessary to further the objective of the Athabasca University Student Awards Program and to improve selection process; (2) the Athabasca University will not release application evaluation or the results of the evaluation process, except to inform me if my application has been accepted for an award; and (3) for all questions regarding my personal information held on file by the Athabasca University, including updates thereof, I may reach an Athabasca University representative through the contact information provided within this award package; and (4) if my application is selected for this award, I authorize the publication of my name and the name of the award received on the Athabasca University website and in reports to governing bodies of Athabasca University. I understand that should my application be selected for this award, I am subject to the reporting obligations of the Canada Revenue Agency regarding scholarships, fellowships, bursaries, study grants, and artists project grants. Finally, if my application is selected for this award, I will: (1) provide a thank you letter to the Student Awards Unit of Athabasca University to be forwarded to the donor of the award and (2) agree to a request for a photo opportunity should one be forthcoming.

Name of Applicant:

Date:

Your personal information is collected under the authority of section 33(c) of the *Freedom of Information and Protection of Privacy Act*, R.S.A. 2000, c. F-25 and the *Post-Secondary Learning Act*, S.A. 2003, c. P-19.5.