



## GRADUATE STUDENT TRAVEL AWARD

Department of Biology  
The University of Western Ontario

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### Award Schedule

The departmental travel awards are assigned in two competitions per year. Approximately \$4000 is available annually. Applications are due *before* travel.

Application due date	Conference travel dates	Awards announced by	Money available
March 1	May 1 to Nov 14	April 30	Up to \$3000
November 15	Nov 15 to April 30	November 30	Funds remaining

No more than the available amount will be awarded per competition. Any money not allotted will roll over into the following competition.

### Eligibility

You must be presenting at the conference or workshop (oral/poster/other) to qualify for funding. Priority for funding will go to those students who are presenting at a conference important to their academic career but whose supervisors are unable to cover the costs associated with the travel. Priority will also be given to students attending national or international conferences.

Each M.Sc. student is eligible to receive one award, up to a maximum of \$500, during the course of their program. Each Ph.D. student is eligible for two awards up to a maximum of \$1000 (maximum \$500 per award). For Ph.D. students, priority will be given to those students who have not yet received an award.

### Criteria for Claiming Travel Award

- Completed travel expense form
- All applicable receipts, including boarding passes

### Evaluation of Applications

Applications are reviewed by the Biology Graduate Education Committee and ranked according to distance travelled, overall cost of the conference, funds available from other sources, evidence of seeking other funds to support travel costs, the value of travel to the student's graduate program, and the activities of the student in the biology graduate program and biology in general.

Weighing of information outlined in the application will be as follows: 50% research, 30% value of travel to graduate program, 20% activities in biology.