

# APPLICATION FOR CLASSICAL STUDIES DEPARTMENTAL TRAVEL FUNDS

## Faculty of Arts and Humanities The University of Western Ontario

Graduate Student  Undergraduate Student

Two funds are available from the Classics Department to help students pursue travel abroad for various purposes: The **Harp-Wiley Travel Fund** and the **Archaeological Excavation Fund**. They are awarded annually based on academic achievement to **full-time** graduate or undergraduate students, registered in Classical Studies programs, to assist with travel costs for research at libraries or sites anywhere in the world, but especially Greece or Italy, and for Classical Studies study abroad courses (e.g. CS 4580: Vindolanda Field School; CS 3010G: Study Tour to Greece; and CS3050G: Study Tour to Italy). Preference will be given to graduate students but undergraduates are encouraged to apply. The recipient will be selected by the Awards Committee of the Department of Classical Studies.

The Harp-Wiley travel Travel Fund was established through Foundation Western by Eve Harp (BA '92) and Judith Wiley.

The Archaeological Excavation Fund was established by donations to the Department of Classical Studies.

**Value:** The amount awarded to recipients will vary with applications in any given year.

**Deadline:** April 15<sup>th</sup> each year (if deadline falls on a weekend, the next Monday). No late submissions will be accepted.

### Instructions for submission:

- 1) Submit a hard copy of the completed application for each fund checked off below to the Department Graduate Assistant (LWH 3205A) by April 15th.
- 3) Email an electronic copy to Judy La Forme at [jelaform@uwo.ca](mailto:jelaform@uwo.ca).

### STUDENT PROFILE:

Name:

Student Number:

E-mail:

Telephone:

Department and Program:

### SUMMARY:

Fund Applying for (you may mark both):

Harp-Wiley Travel Funds  Archaeological Excavation Fund

Total amount requested for program or project: \_\_\_\_\_

## DESCRIPTION OF PROJECT OR PROGRAM

**Please provide a description of the project or program for which you are seeking funds.**

**Graduate Applicants:** Include a statement of the objectives, method of investigation, and potential results of your project and why specifically you need to travel to a foreign location for the completion of the project (one-page limit).

**Undergraduate Applicants:** Please name the program for which you will use these funds (e.g. Study Tour, Field School) and explain how this course will help your future plans and training in the field of Classical Studies (one-page limit).

## **BUDGET AND JUSTIFICATION:**

Please provide a budget for your proposed project or program with individual costs listed separately. For international travel and ground transportation please attach a copy of your airline and/or train receipts or proposed itinerary with projected costs. Attach an extra sheet if necessary.

**Graduate Applicants:** Please include all travel costs associated with transportation, accommodation, food and other fees for which you seek funding.

**Undergraduate Applicants:** Please include the program fees, transportation costs, and any other costs associated with participation in the proposed program.

## **PROJECT OR PROGRAM BUDGET:**

## **OTHER FUNDS RECEIVED OR APPLIED FOR:**

Please provide a list of other funds you have received or for which you have applied or plan to apply with details of award amounts and funding sources.

## DEPARTMENTAL APPROVALS

All funding applications must be approved by the student's supervisor (for MA and PhD students) or by the director of the study abroad program (for undergraduate students).

<b>Graduate Applicants: Supervisor's evaluation of proposal and signature</b>	<input type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Poor	_____ Supervisor's/Mentor's Signature
<b>Undergraduate Applicants: Program Director's confirmation of participation and signature</b>		_____ Director's Signature

## SIGNATURES:

### APPLICANT'S SIGNATURE

I, the undersigned, verify that the information supplied on this form is correct.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

### GRADUATE CHAIR (FOR GRADUATE APPLICANTS ONLY):

(Indicates approval of this application)

\_\_\_\_\_  
Signature, Department Graduate Chair

\_\_\_\_\_  
Date

### UNDERGRADUATE CHAIR (FOR UNDERGRADUATE APPLICANTS ONLY):

(Indicates confirmed participation in the proposed program)

\_\_\_\_\_  
Signature, Department Undergraduate Chair

\_\_\_\_\_  
Date