



***** DO NOT type directly onto form. SAVE a COPY to your desktop, and then enter data. *****
Incomplete applications will not be processed.

Name: _____ Student ID#: _____

Email: _____ Phone: _____

Department: _____

Program: Masters PhD Purpose of Travel: Paper Poster Research*

*Supporting Documentation Required

Conference Name: _____

Location: _____

Travel Dates: _____

Estimated Travel Costs - include all expenses in Canadian Dollars (CAD)

			Descriptions/Particulars
Conference Registration	\$	CAD	_____
Meals	\$	CAD	_____
Airfare	\$	CAD	_____
Ground Transportation	\$	CAD	_____
Accommodation	\$	CAD	_____
Other	\$	CAD	_____
Total Expenses	\$	CAD	_____

I have read and understand the eligibility requirements as outlined on the reverse and certify that all conditions have been met.

I have attached confirmation of presenting at the conference.

 Student Name (Please Print)

 Student Signature

 Date

 Supervisor/Chair Name (Please Print)

 Supervisor/Chair Signature

 Date

***** Following the receipt of your application, a letter will be sent to you in care of your home department.**



Eligibility and Requirements

1. This award is for students registered in the Faculty of Education only.
2. You are eligible to receive the *Myer Horowitz Graduate Student Travel Award* **once** during a graduate degree program in the Faculty of Education.
3. You must be registered **full-time** in the Faculty of Education both at the time of application and at the time of the proposed travel. Once you have convocated you are no longer a student in the program and are not eligible for funding.
4. The Faculty of Education has organized this program to give you one opportunity for travel assistance to expose your research results and conclusions to peer review, test ideas with acknowledged experts, etc. This trip should be a highlight of your research program. In most disciplines, this activity will involve attending a major national or international research gathering where you must be actively participating by presenting a paper, poster session, or participating in a panel discussion, exhibiting work, etc. In a few disciplines, this travel may allow you one opportunity to visit a major archive, museum, etc., where information critical to your thesis research is lodged and resident experts may be consulted. In such cases, supporting documentation from your department would be required.
5. The travel fund is **not intended to support routine data collection** off campus. Trips to field sites, off-campus research stations, etc., are not normally eligible, nor is attendance at a conference where you are an observer rather than an active participant.

Value/Payment Procedures

- Value up to \$500.00
- Payment for the award will be made through Staff & Student Payments, either by direct deposit or by cheque in care of your department, usually the month of your travel.
- ***If you do not attend the conference***, please contact Vivien Liew at 780-492-0936 in the Dean's Office, immediately after travel cancellation.

Submit completed applications to:

Associate Dean Research and Graduate Studies
c/o Van Dam
845 Education South
11210 – 87 Ave
Edmonton AB T6G 2G5