

## Graduate Program Travel and Conference Award

Please submit this application to the Graduate Administrator at [graduate.drama@utoronto.ca](mailto:graduate.drama@utoronto.ca). Please submit at least 6 weeks (or more) before your intended travel.

**Please note:** Successful applicants who need to travel outside of Canada on university activity are required to complete the U of T Safety Abroad requirements before departure. Please plan your trip accordingly. <https://learningabroad.utoronto.ca/safety-abroad/>

PART I: Applicant Information		
<b>First Name:</b>	<b>Last Name:</b>	<b>Student Number:</b>
<b>Program (Degree):</b>	<b>Current Year (e.g. 1st, 2nd, etc.):</b>	<b>Supervisor Name:</b>
PART II: Conference / Project Details		
<b>Travel Location:</b>	<b>Travel Dates:</b>	
Describe the purpose of the trip and relevance to your research / program of study. If you are applying for conference funding, provide information about the conference. If you intend to present, please attach paper or poster abstract, and indicate whether it has been accepted.		
PART III: Budget		
Include a detailed breakdown of projected expenses (in Canadian dollars), including travel (airfare and local transportation), accommodation, and other required expenses. Provide a justification for amounts in the description section (e.g., basis for calculation).		
Provide details for other sources of travel funding secured or for which you have applied.		
Expenses		
Item	Description	Amount
Conference registration fee		
Airfare		
Local travel (train, bus, transit)		
Accommodation		
Other expenses (specify)		
<b>Subtotal</b>		-
Available travel funds		
Supervisor funding		
Travel awards / grants		
<b>Subtotal</b>		-
<b>Total Funds Requested</b>		-
PART IV: SIGNATURE		
I confirm that the information provided within this application is complete and accurate.		
Student's Signature:		