



EDUCATION GRADUATE STUDENTS' SOCIETY (EGSS)

EGSS/Faculty of Education Student Travel Award

Value of awards:

Winners of the EGSS Travel Award will be entitled to an award of \$250 for presenting at a conference or scholarly meeting in Canada or the United States; or \$500 for presenting *outside* of the Canada or the United States. If funding is available, awards will be offered to all eligible applicants; otherwise, awards will be attributed by a random draw.

Application guidelines:

- 1) All graduate students in the Faculty of Education currently enrolled in a master's or doctoral program are eligible to apply for the award (including non-thesis and international students).
- 2) Applicants must be **presenters** (paper, poster, etc.) at a workshop or conference that requires travel outside of Greater Montreal. Proof of acceptance will be required prior to payment of award.
- 3) Recipients are encouraged to share their work through presentation at either at Research Exchange Forum (REF) or the annual EGSS conference. Presentations at the REF are organized throughout the academic year, and the EGSS conference is held in March.
- 4) Students are eligible to receive only 1 award per academic year.

Required application documents:

- One copy of the application form, including the required signatures.
- An abstract or description of the paper to be presented.
- Evidence of acceptance to present a paper or poster (copy of letter of acceptance or of the conference program). **If not available at time of application, please submit proof of submission.**

Announcement of results:

Letters announcing the competition results will be sent to all applicants, via e-mail, within two weeks of the application deadline. Payment of the award will be made by cheque from the EGSS following the announcement of results.

Deadline for application:

When the deadline falls on a week-end or holiday, the deadline will be extended to the next business day.

FOR EVENTS HELD:

November 1 to February 29 inclusive
 March 1 to June 30 inclusive
 July 1 to October 31 inclusive

APPLICATION DEADLINE

October 15th
 February 15th
 June 15th

Please print the attached application form and hand in a hard copy to Ms. Mahdieh Zamani, Education Building – room 230 (Dean's Office).

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APPLICATION FORM

Deadline: October 15th February 15th June 15th

Part A – *To be completed by student applicant*

Name of applicant (Family Name/Given Name): _____

Student's phone number: _____ E-mail address: _____

Student ID#: _____ Academic status (e.g., PhD2, MA1): _____

If your Academic Status is going to change before the event to which you are traveling, please indicate your new Academic Status: _____

Full-time studies: Yes No Thesis Non-thesis

Applicant's current McGill department: _____

Complete department mailing address: _____

Department telephone: _____ Department fax: _____

Name of conference/scholarly meeting: _____

Location of conference/scholarly meeting (city, province/state, country): _____

Date of conference/scholarly meeting: _____

Title of paper, presentation, or poster being presented by student applicant:

Is this a multi-authored paper/work: Yes No

If so, are you the principal author? Yes No

Will you be presenting the paper? Yes No

Basic amount of travel support sought:

(check one only) \$250 - conferences/meetings taking place in Canada or the United States

\$500 - conferences/meetings taking place *outside* of Canada or the US

Applicant's signature: _____ Date: _____

Part B – *Must be completed by applicant's supervisor*

Name of applicant: _____

Please note that the EGSS/Faculty of Education Travel Award is **awarded by random draw** among eligible student applicants. **Supervisor's statements are used to determine initial eligibility.**

Brief statement on value and importance of conference/scholarly meeting: _____

Value of participation to the applicant with regard to his/her graduate research: _____

Please note that **students who are receiving direct support** to attend this conference/scholarly meeting from their supervisor are not eligible for the EGSS/Faculty of Education Travel Award. The supervisor must attest to the lack of funds to provide travel support in order for the student's application to be considered. The award will be reallocated to another student in the case where the supervisor decides to provide support; it is the responsibility of the award recipient to inform the EGSS Executive.

List of major **external research grants** held by supervisor: _____

Reason for lack of funds to provide travel support: _____

I fully endorse the application of the above named applicant for support to attend this conference and attest below to the lack of funds to provide travel support.

Name of Supervisor: _____

Department: _____

Signature: _____

Date: _____

Part C – *Confirmation of full-time studies by Department Chair*

Name of applicant: _____

I confirm that the above mentioned student will be pursuing full-time studies at McGill during the term in which the aforementioned event is being held.

Name of Chair: _____ Department: _____

Signature: _____ Date: _____

Checklist: Please ensure that you have included...

- Application form – Part A, B, C
- Presentation abstract
- Proof of acceptance (if not yet received, please submit proof of submission)

END OF FORM