



## Graduate student travel

Date

Department name

Student name

Student number

Student UM email address

Conference name

Date and location of conference

Poster and oral presentation (\$350.00)

International travel (\$500.00)

Have you applied for support from the Faculty of Graduate Studies (FGS)?

Yes

No

Have you applied for support from Graduate Students Association?

Yes

No

Requisition Number (RN) and Funding Organization Account Program (FOAP) (optional)

Professor

Amount approved by the department

Department head's signature

## How to submit this document

1. Fill form out electronically and save it.
2. Email your department administrator attaching this document for approval and obtaining the department head's electronic signature. Please remember to also include the confirmation document you have received from the conference host, as well as the abstract number if available.
3. Once signed and approved, please email completed form to [Jennifer.Chappellaz@umanitoba.ca](mailto:Jennifer.Chappellaz@umanitoba.ca).

Please note that paper copies will **not** be accepted.