

Use this form to:

- Apply for the Faculty of Arts Research and Travel Grant Fund to assist with the travel costs associated with conducting research for your MA or PhD dissertation.

Instructions:

1. Complete sections 1-4.
2. Attach the following documents
 - Personal letter describing your field research (maximum one page).
 - Expected outcomes of travel/research activity.
3. Submit the completed form to the [Administrative Coordinator, Graduate Studies and Research, Faculty of Arts](#)

Note: Selection is dependent on availability of funds and takes place approximately 3 weeks after the receipt of the application.

Deadline:

- At least one month in advance of the travel/research activity

Section 1: Student information

University of Waterloo student identification number _____

Last name(s) _____ First name(s) _____

Email _____ Program level: master's doctoral

Faculty (e.g. Arts) _____ Department or School (e.g. History) _____

Supervisor name: _____

Immigration status: Canadian citizen permanent resident student visa protected person/refugee

Registration status: full-time part-time

Overall (cumulative) graduate average: _____ % Number of terms completed in current program: _____

Term(s)/year travel for your field research will take place (e.g. fall 2019) _____

Section 2: Travel information

Country _____ City _____

Departure date (mm/dd/yy) _____ Return date (mm/dd/yy) _____

Section 3: Budget for travel period

Resources	Amount (\$)	Expenses	Amount (\$)
Awards/scholarships		Airfare	
Research Assistantship (RA)		Tuition and fees	
Teaching Assistantship (TA)		Auto rental/mileage/other transportation	
Graduate Research Studentship (GRS)		Housing/food	
Anticipated OSAP or provincial loan		Supplies	
Government sponsorship		Phone/internet	
Other resources (please specify below):		Other expenses (please specify below):	
Total Resources for travel		Total expenses for travel	

Section 4: Applicant's disclosure statement

1. I confirm that the information provided in this application package is complete and accurate to the best of my knowledge.
2. I understand that I am responsible for providing all required documentation as indicated in the application instructions or as directed by the administering office, and that if I do not submit the required documentation/information I may be disqualified for consideration of this award/scholarship/bursary.
3. I understand that the collection of personal information provided in this application package is used solely for determining my eligibility for this award. Information submitted during the application process will be protected, used, and released in compliance with Ontario's *Freedom of Information and Protection of Privacy Act* (R.S.O. 1990, c. F31) and the University of Waterloo's policies.
4. I acknowledge that if my funding changes in the term or for the intended period of support for which this award is provided, or if any details change that would disqualify me from continuing to hold this award, I will immediately notify the Faculty of Arts Graduate Studies Office, as I understand that it may result in a reassessment and/or cancellation of my award. All details provided in the application are subject to verification by the awarding office.
5. If selected as an award recipient, I authorize the University to release any non-financial application details to the award donor/sponsor/agency, such as name, program/plan/level of enrollment, value of award, as well as supporting documentation (e.g., letter, resume), where applicable.

Applicant signature _____ Date (mm/dd/yy) _____

Supervisor signature _____ Date (mm/dd/yy) _____

Graduate Officer signature _____ Date (mm/dd/yy) _____

Section 5: Faculty of Arts, Graduate Studies and Research

Date received: _____

Decision: _____ Amount to award: _____