

Use this form to:

- Apply for department, supervisor and/or faculty financial support related to graduate student conferences. Students interested in applying for the [Graduate Student Research Dissemination Award \(GSRDA\)](#), must apply separately.

Instructions:

- Student completes sections 1-4 and emails form to supervisor/department head for further processing.

Section 1: Student information (required)

University of Waterloo student identification number: _____

Last name: _____ First name: _____

Program level: master's doctoral Campus Email: _____

Faculty (e.g. Arts): _____ Department/School (e.g. History): _____

Section 2: Conference details (required)

Name of conference: _____

Approximate conference dates: from (mm/dd/yy): _____ to (mm/dd/yy): _____

Total estimated expenses (CAD): \$ _____

Attendance type (student must be presenting at the conference):

 virtual OR in-person (indicate city & country of conference: _____)**Section 3: Other reserved funds (e.g., GSRDA, funding from conference organizers)**

Source(s): _____ Total other reserved funds: \$ _____

Section 4: Student signature (required)

Student signature: _____ Date (mm/dd/yy): _____

Section 5: Supervisor reserved funds

Supervisor name: _____ Supervisor reserved funds: \$ _____

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

Supervisor comments: _____

Section 6: Departmental reserved funds

Departmental name: _____ Departmental reserved funds: \$ _____

Departmental signature: _____ Date (mm/dd/yy): _____

Departmental comments: _____

Section 7: Faculty reserved funds

Faculty name: _____ Faculty reserved funds: \$ _____

Faculty signature: _____ Date (mm/dd/yy): _____

Faculty comments: _____