

Student Travel Bursaries

This bursary will support students who need to travel to complete research for their doctoral dissertation. The eligibility criteria are:

- Students must have completed the special fields exam and have submitted a thesis proposal to their committee;
- Students must state in the application how the research travel will support their thesis research;
- Travel support is restricted to research travel (visiting archives or repositories for example);

Students may only apply for travel funding once during their program.

Student Name:

Student Number:

Date of Completion for Special Field Exam:

Dates of Proposed Travel:

Description of the Research to be completed and *how it will support research for the dissertation.*

Travel Budget

| | \$ CDN |
|--|--------|
| Air travel | |
| Ground Transportation (taxi, public transit, etc): | |
| Accommodation | |
| Meals (or per diem expenses) | |
| Other (please list) | |
| Total Costs | |

Please note:

1. The bursary is a **reimbursement** of actual expenses. You must provide receipts for each item in your travel budget.
2. It is recommended that you use the "per diem" rates instead of submitting receipts for meals and food purchases. You can obtain the per diem rates at <https://finance.utoronto.ca/policies/gtfm/travel-and-other-reimbursable-expenses/reimbursement-rates/>.
3. The minimum amount of the bursary is \$1,500 unless the total cost of travel is less than \$1,500. The maximum amount is \$3,000.

Student signature

Date

Your supervisor must write a short letter of support that:

- (1) describes your progress in the program, and
- (2) that you have submitted a thesis proposal to your dissertation committee (or that your proposal has been approved).

The letter of support can be sent as an email to the Centre's Graduate Administrator.