

Student Presentation Grant – Application Form

The application must be submitted and approved BEFORE the event takes place

Student Information

I confirm I have not previously received a student presentation grant while a student at UFV

Student Name	Student Email
Student Number / UFV ID	Program of Study
Instructor / Faculty Supervisor	Department/School
Student co-presenter (if applicable)	

Project Information

Project Title
Project Summary/Abstract (1 paragraph)

Conference Information

Conference Name/Organization
Conference Dates

Presentation Type	Poster	Conference Location	Individual Session
	Session with Co-Researcher/Faculty Supervisor	Panel/Group	Other

Expenses Anticipated

Mileage (for local travel in BC only) at .59 per km
Supplies (poster, printing, etc.)
Travel to conference (airfare, bus, taxi)
Accommodation (hotel, camp fee)
Meals (not included in the conference fee)
Conference Registration fee
Other: Membership, etc.

Total Cost of Presenting

Other Sources of Funding Considered

Faculty Supervisor's Research Grant
Department/School Support
Centre for Experiential and Career Education

Documents Required – Please include:

Conference Details (e.g., website with the event program and other conference information)
Copy of invitation to present or submission approval from the conference organizer
Letter of support from instructor / faculty supervisor and details of any grant funds available
Statement of support from the Department Head / Director and details of any funds available

Post-activity

Submit an expense claim with receipts.
Attach a brief (up to 500 word) report describing the highlights and impacts of the event and how participating in the activity added to your education experience at UFV. A photo or two is appreciated if you are okay with us sharing them.
Copy of the presentation, research paper, poster, including any significant finds or outcomes from the project.

Submit the completed application form and supporting documents to rgs@ufv.ca