**Student Travel Award**

**2025 Application Form**

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| **Applicant:** |  |
| **Presentation or Poster Title:**  |  |
| **Conference:** |  |
| **Travel dates:** |  |
| **Funds requested (<$500):** |  |
| **Submission Date:** |  |

**Program Guidelines:**

1. The Applicant must be a student enrolled full-time in a master’s or PhD degree program at the University of Calgary and engaged in research relevant to the O’Brien Institute for Public Health: Health Systems Portfolio or Centre for Health Policy priorities.
2. The student’s primary supervisor must be a member of the O’Brien Institute for Public Health.
3. The award supports travel for students who are presenting their first-author research at an academic conference.
4. Presented work must be aligned with the O’Brien Institute’s [Better Health Care area of focus](https://obrieniph.ucalgary.ca/OBrien-Institute-strategic-plan-2022-2027).
5. Students can only receive this award once per research program.
6. Only one award per student per fiscal year will be awarded.
7. Applications to be submitted using the online webform.
8. Applicants to submit a photo and biography which will be posted on the O’Brien’s Institute for Public Health website and may be used in presentations.
9. Applicant to submit expense reports to evidence the appropriate use of funds.
10. Recipients may be asked to:
	1. Present their talk or poster as part of an O’Brien Institute for Public Health event.
	2. Actively participate in future O’Brien Institute for Public Health initiatives.
	3. Support peers and mentor more junior students.
	4. Participate in future O’Brien Institute for Public Health evaluation activities, including submitting a report to document the appropriate use of funds and presentation outcomes.

**Application Requirements** (expand fields below as necessary):

1. **Student biography** (300 words maximum) and **photo**.
2. Documentation from the conference confirming **acceptance of student abstract or invitation for student to present** (append a copy).
3. Documentation from the conferenceconfirming **student registration (**append a copy, which should itemize the cost of registration).
4. Use of **requested funding** (Eligible costs include Travel (mileage, parking, airfare, bus or train fare), per diem for meals and incidentals, accommodations, baggage fees).

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| --- | --- |
| Item/Explanation | Estimated\* Cost |
|  |  |
|  |  |
| TOTAL COST: |  |

\*If cost has already been incurred, please append copy of receipt

NB: Cancellations/Interruptions – If for some reason the anticipated conference does NOT take place or student does not attend, the awardee must notify the O’Brien Institute as soon as possible and communicate alternate plans for use of the funds, subject to approval by the O’Brien Institute.

1. **Letter of support** from supervisor

Submit completed application to iph@ucalgary.ca