



University of Lethbridge

TRAVEL AWARD APPLICATION

(Province of Alberta International Travel Award; Louis Sherman Turcotte Memorial Travel Scholarship; Students` Union Placement Bursary)

Submit completed application to AH 115 – Scholarships and Student Finance

1. Value

- Variable, minimum \$500.00.

2. Eligibility

- Applicants must be involved in a Study Program/Tour, Research Project, or have received a placement (Co-op, Professional Semester, Internship or Exchange) that requires the applicant to relocate.
- Applicants must be in good academic standing, enrolled full-time in a degree program, and achieve a minimum GPA of 2.00 in the Fall or Spring semester immediately preceding the period of the Study Program/Tour or Research Project.
- Students who have applied to graduate are not eligible for a Travel Award.

3. Criteria

- Applicants must have all fees paid in full with the University of Lethbridge.
- Students may receive assistance from this program only once per academic calendar year (May through April).

4. Application Deadlines

- **November 1** For travel or research during the following Spring semester. (January – April)
- **March 1** For travel or research during the following Summer semester. (May – August)
- **July 1** For travel or research during the following Fall semesters. (September – December)
- Applicants are responsible for submitting their completed applications directly to the Scholarships and Student Finance office (AH 115) at the University of Lethbridge by the designated deadline dates. It is the student's responsibility to ensure that all relevant information has been included or attached. **Incomplete applications will not be considered. Late applications can be considered if funding is still available.**
- Applications will not be considered from students who have started their Study Program/Tour, Research Project or placement prior to submitting an application for the Travel Award.

5. Receipt of Travel Award

- Payment will not be released by the Scholarships and Student Finance Office until registration in the Study Program/Tour, Research Project or placement is confirmed.
- Payment of Award will be made directly to the student's personal Cash Office account approximately two weeks prior to the student's departure or research start date.
- In the event that a student receives travel funding from the University of Lethbridge but does not participate in their proposed Study Program/Tour, Research Project or placement, this will constitute an outstanding charge to be refunded to the University. Where a student is granted an award but is unable to accept it (e.g. illness, change of plans), the unspent funds will revert to the fund and will be awarded in the next travel or research period.

9. Attach a statement of your estimated travel or research costs for the whole trip

Budget Item	Budget Cost
Accommodation	
Airfare	
Books	
Clothing	
Food	
Healthcare	
Travel Insurance	
Local Travel (taxi, buses, boat)	
Tuition & Fees	
Miscellaneous Expenses (explain)	
Miscellaneous Expenses (explain)	
Miscellaneous Expenses (explain)	
Miscellaneous Expenses (explain)	
Total Amount of Travel (Add all items together)	<hr style="border: 1px solid red;"/>

Additional Comments:

I UNDERSTAND AND AGREE THAT:

All information given on this application is complete and true in all aspects, and that the Scholarships and Student Finance Office is authorized to access transcripts of my academic record. Information gathered on this application is for the purpose of determining candidates for the Travel Awards. SIN's are collected as a Canada Revenue Agency requirement and must be provided by all students, except Visa students, prior to release of the award. Information gathered on this application is considered confidential and will be used and disclosed in accordance with privacy legislation. For more information regarding the collection or use of this information, please contact the Coordinator of Scholarships and Student Finance (403.329.2587).

Signature: _____ Date: _____