

**Instructions:**

- Postdocs intending to apply for a Faculty of Graduate and Postdoctoral Studies (GPS) Postdoctoral Scholar Travel Award are to confirm their eligibility and read all application procedures on GPS's website prior to preparing an application.
- **All application form fields and supporting documents are mandatory.** Incomplete applications will be rejected and students will be required to re-apply once the application is complete.

Employee ID	Last Name	First Name
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**Confirmation of Eligibility**

I confirm I am a current postdoctoral employee or postdoctoral trainee employed at the University of Alberta at the time of application and at the time of proposed travel.

I confirm I am actively participating at the conference by presenting a paper, poster session, or participating in a panel discussion, or exhibiting my work. The presented work is a result of the research undertaken at the University of Alberta and is related to my current postdoctoral appointment.

I confirm I have not previously received the Postdoctoral Scholar Travel Award.

**Conference Details**

Travel Destination (City, Country)	<b>GPS is currently accepting travel between April 1, 2024 - March 31, 2025.</b>	
	Departure Date (MMM/DD/YYYY)	Return Date (MMM/DD/YYYY)
Name of Event (Conference Travel) or Data Collection Site/Workshop/Institute (Research Travel):		

**Confirmation of Other Funds**

- **mandatory to complete, regardless if you are receiving other funding or not**

Indicate the values and source of any other funding you will receive (i.e., \$500 from supervisor or \$400 from department). **Enter N/A if you will not receive any other funding:**

**Estimated Cost of Travel**

Estimate of costs:	Amount (CAD\$)	Description/Particulars
Registration Fees	\$ _____	_____
Transportation (i.e. Airfare and/or Ground)	\$ _____	_____
Accommodation	\$ _____	_____
Meals	\$ _____	_____
Other	\$ _____	_____
<b>Total Estimated Expenses</b>	<b>\$ _____</b>	

## Document Checklist

- Documentation from the conference organizers confirming my poster or paper has been accepted for presentation OR a letter of invitation to participate in a panel discussion or to exhibit my work.
- Proof of conference registration outlining associated costs. Students must still send confirmation of registration if there is no registration fee.
- Copy of current appointment letter.

## Supervisor Signature

Signature	Date (MMM/DD/YYYY)
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## Applicant Declaration

- fields left unchecked will deem your application as incomplete

I declare that to the best of my knowledge, the information provided in this application and attachments is true and that no material has been withheld.

I understand it is my responsibility to ensure my application is submitted, and that it will be reviewed for eligibility and completeness before a decision is made.

I understand GPS's Postdoctoral Scholar Travel Awards are not a guaranteed source of funding, and are awarded on a first-come first-served basis as the annual budget allows.

If I do not participate in the travel/conference that the Travel Award was approved to fund, or if my employment status changes, it is my responsibility to notify the GPS immediately, in writing. I may be required to repay any travel funds received.

Applicant's Signature	Date (MMM/DD/YYYY)
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