



Research Training Centre

## Trainee Conference Award Application

Please email your completed application form, abstract acceptance, registration receipts to [rtc@smh.ca](mailto:rtc@smh.ca).

PART A: Trainee Information			
<b>Trainee Name</b>			
<b>Trainee Type</b>		<input type="checkbox"/> Graduate Student	<input type="checkbox"/> Postdoctoral Fellow
<b>Email Address</b>			
<b>Supervisor</b>			
<b>Supervisor email</b>			
<b>Graduate School: (if applicable)</b>			
<b>Name of Conference</b>			
<b>Location of Conference</b>		Online	
<b>Date(s) of Attendance</b>		From (mm/dd/yy): To (mm/dd/yy):	
<b>Have you received the RTC Conference or Travel Award before?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Have you received other funds to support your travel to this conference? If yes, how much have you received?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No _____
<b>Have you presented at an RTC seminar in the past year?</b>			<input type="checkbox"/> Yes <input type="checkbox"/> No
PART B: Reimbursement Information			
<b>Supervisor Account #</b> Format: Company (X) – AU (XX) – Activity (XXXXX-XXXXX)			
PART C: Signatures			
We agree that all submitted receipts are originals covering the expenses for travel. We agree that none of these expenses have been reimbursed through any other source of funding and understand that this application will not be processed if found otherwise.			
Signature of Trainee:		Date:	
Signature of Supervisor:		Date:	
Please Note:			
1. Maximum amount of reimbursement is <b>\$250 CAD</b> – this will be transferred to your supervisor’s account.			
2. Please submit original receipts to your PI, and submit the RTC Receipt Tracker Form and copies of receipts to the RTC.			