

SMSS Student Travel Awards Application



Student Medical Society
of Saskatchewan

Things to submit for complete application:

- 1) This completed SMSS Student Travel Awards Application Form
- 2) This completed SMSS Student Travel Awards Application Form De-identified
- 3) Proof of Event Documentation (see Part 1)
- 4) Supporting Documentation for Other Funding (see Part 4)

Part 1: Event Documentation

Please provide evidence of the event/activity you are attending. This can include any of the following. Please check the appropriate box and then submit proof of event documentation in a separate document. Upload this separate document on the SMSS website with this completed application form.

- Brochure on the event/activity (ie. event website, brochure)
- Confirmation of acceptance from the event you have been invited (or applied) to present at (if applicable)
- Letter of invitation to the conference/event (if applicable)

Part 2: General Information

Name of Applicant:		
Student Number:	NSID:	
Year in Medicine (circle or highlight one): I II III IV		
Email:	Phone Number:	
Home Address:		
City:	Province:	Postal Code:

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Part 3: Event/Activity Information

Title:		
Discipline:		
Location:		
Dates:		
CME Accredited? (highlight one)	Yes	No
Are you presenting at this conference? (highlight one)	Yes	No
If yes to above question, what will you contribute? (highlight one)		
Oral Presentation Presenting a Paper Poster Presentation		
Were you invited to present at this conference? (highlight one)	Yes	No

Part 4: Budget Information

Have you applied for other sources of funding for this event? (highlight one) Yes No

Please attach separate document with supporting documentation of your application for other funding sources, and submit with this application on the SMSS website.

In the space below please provide a detailed budget for the event/activity. Please include ALL sources and amounts of revenues and expenses you expect to have for this event/activity.

Description	Amount	Totals
Revenues		
Total Revenues		
Expenses		
Total Expenses		

Requested from SMSS		
Total Requested from SMSS (total expenses- total revenues)		

* Failure to disclose other sources of funding, **even those received after the application is submitted**, will result in revocation of any funding awarded by the SMSS and disqualify the applicant from receiving financial support from the SMSS in the future. It will also result in an informal breach of professionalism filed with the college against the applicant.

Part 5: Supporting Information

Are you applying through a student group (highlight one)? Yes No	
Name of Student Group or Committee:	Signature of Chair:
Is this activity related to an ongoing project (highlight one)? Yes No	
If yes to above, Please explain ongoing project (200 words maximum)	

Have you previously claimed travel funding from the SMSS (highlight one)?	Yes	No
If yes to above, Please detail the amount, event/activity, and when it was claimed.		
Have you arranged with the SMSS research representative to present (oral or poster) at the student conference symposium?(highlight one)	Yes	No

NOTE: proof of this educational activity must be submitted on the SMSS Website along with Authority to Travel form and Travel Expense Claim form. All funding reimbursements will be withheld until this proof is received. Acceptable proof includes a verification email from the student group chair or UGME Office.

Part 6: Short Answer Questions

1. How will participation in this activity benefit your education? (250 words maximum)
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2. How will your participation in this event benefit the student body? (250 words maximum)

3. How will your participation in this event benefit the College of Medicine? (250 words maximum)

Applicant Signature:

Date: