

CMUSC Travel Subsidy Form

The Canadian Mennonite University Student Council budget has allocated \$1,250.00 per year to help subsidize extra-curricular educational experiences for full-time students. The purpose of the fund is to help alleviate the burden of conference costs that may affect a student's decision to participate. Please note, the subsidization is explicitly for extra-curricular conferences, and under no circumstances will funding be provided for conferences that fulfill a class requirement. If the student's budget for the trip is less than \$250.00, the applicant could receive up to 40% of the total costs. However, if the total cost of the trip exceeds \$250.00, the applicant could receive an initial cheque of \$100.00. If there is more than one student attending the same conference, up to \$500.00 may be allotted for the entire group for the initial subsidy (individual limit still in place). There is a possibility of receiving an additional cheque at the end of the year that may fulfill up to 40% of the total cost with a maximum of \$200.00. The second amount depends on the extra travel subsidy at the end of the year.

Please fill out the pertinent information below and return to the CMUSC President or VP Operations via mailbox. This form must be submitted at least **ten days** before the conference.

Today's Date: _____

Name of Student Participating: _____

Conference Title: _____

Date of Conference: _____

Location: _____

Subsidy Amount Requested: _____

Please give a brief synopsis of the conference and explain how this will enhance your field of study: _____

Please fill out your anticipated costs associated with your attendance at the conference:

| | Cost | Explain (if needed) |
|------------------|------|---------------------|
| Conference Fees | | |
| Travel Costs | | |
| Lodging Expenses | | |
| Incidentals | | |

Please list three other possible sources of funding for your trip:

- 1) _____
- 2) _____
- 3) _____

For CMUSC use only:

Initial amount: \$ _____ Max receivable: \$ _____ Additional Amount: \$ _____