

## Application - DBS Travel Award for Graduate Students to Attend Conference

PART I – To Be Completed by Student			
<b>A. Student's Particulars</b>			
Name		Program (e.g. M.Sc., Ph.D.)	
Date of Admission		Expected Date of Thesis Submission	
<b>B. Conference Details (* please apply conference leave separately once the travel application is approved)</b>			
Name, Venue & Period of Conference	Description	Period of Leave	
		From	To
	<input type="checkbox"/> Oral presentation <input type="checkbox"/> Poster (Please provide attachments where applicable)  Title of Paper:		
<b>C. Financial Assistance</b>			
Financial assistance received from outside the Department or from research grants			
<input type="checkbox"/> Yes (To give details below and attach copies of relevant correspondence)		<input type="checkbox"/> No	
Source:		Amount:	
Financial assistance requested from the Department ( <i>please attach the documents mentioned</i> )			
<input type="checkbox"/> Airfare by the most economical means and direct route <input type="checkbox"/> Hotel accommodation (for conferences only) <input type="checkbox"/> Allowances <input type="checkbox"/> Registration fee <input type="checkbox"/> Others: _____			
		Total (A):	
		Less financial assistance already received (B):	
		Net requirement (C):	
		Amount requested from Department (Maximum \$1000):	

**D. Publication and Conference experience** (attach additional sheets if necessary)

List all of your publications and conference experience and indicate the ones completed during your candidature.

**E. Involvement of Departmental Activities** (attach additional sheets if necessary)

**F. Declaration**

I declare that the information complies with entitlement. This is the one and only time that I am applying for DBS Travel Award to attend conference.

Signature of applicant:

Date:

**PART II – To Be Completed by Supervisor(s) and Chair of Graduate Committee**

Application is supported  Yes  No

Comments (attach additional sheets if necessary):

Supervisor's Name:

Signature of Supervisor:

Date:

Application is approved  Yes  No

Comments

Signature of Chair of DBS Graduate Studies Committee:

Date: