

Mitacs Graduate Research Awards TRAVEL EXPENSES REPORT

This Report must be completed **within 30 days of your return date** of your Globalink visit.

- Undergraduate students: Return the completed form and attachments to Val Sarkany at vsarkany@uwo.ca
- Graduate students: Return the completed form and attachments to Erin Daley at edaley2@uwo.ca

Student ID:	<input type="text"/>	Name (Last,First):	<input type="text"/>
Degree Program:	<input type="text"/>	Department:	<input type="text"/>
Home Supervisor:	<input type="text"/>	Departure Date:	<input type="text"/>
Travel Destination:	<input type="text"/>	Return Date:	<input type="text"/>
		Total Days:	<input type="text"/>
Project Title:	<input type="text"/>	Application Reference #:	<input type="text"/>
		Award Amount Received:	<input type="text"/>

- Unspent funds will be recovered automatically from your Student Center account.
- Expenses marked with an * require a receipt. Please attach a scan of all required receipts, including one for accommodation, if applicable, and submit with this form.
- Please refer to the Treasury Board website for resources for reasonable and justifiable country-specific daily living allowance rates: http://www.njc-cnm.gc.ca/directive/app_d.php?lang=eng&let=C.

Type of Expense	Date of Receipt*	Description	Amount (CDN\$)
Airfare*			
Visa*			
Immunizations and medications*			
Accommodation			
Living Expenses			
Other (explain in Notes)			
Total Expenses :			

Notes :

Signature of Student : _____

Date:

Signature of Home Supervisor : _____

Date: