FHSD Graduate Student Virtual Conference Award Details

**Purpose:** The FHSD Graduate Student Virtual Conference Award is intended to support scholarly and professional activities. Given current travel restrictions due to the pandemic, applications will be considered for virtual conference attendance for graduate students in Master’s (thesis-based or course-based) or Doctoral programs. In order to be eligible, students must present scholarly work (e.g., a presentation, poster, workshop) based on research or scholarly/project work conducted while a student at UBCO.

**Adjudication:** Award applications will be assessed by the FHSD Research Development Committee on an ongoing basis. Decisions will be made within 3 weeks of receipt of the application.

**Award Criteria:** Applications will be assessed using the following:

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<th>Criteria</th>
<th>Yes/No</th>
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<td>The student is enrolled in a graduate program offered by FHSD or ISG and has a primary supervisor in the FHSD.</td>
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<td>It is clear that the accepted abstract is based on the student’s research or project/scholarly work conducted at UBCO (ideas/studies/analysis/synthesis/writing).</td>
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<td>The student will be registered as a full-time or part-time UBCO student at the time of the conference.</td>
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<td>The selected conference is an important venue for presenting the research/project/scholarly work. The benefits to the student and to UBCO to have the applicant’s presentation given at this conference are described.</td>
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<td>The student provided evidence of satisfactory progress in their program.</td>
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**Eligibility:**

- Students must be registered in a FHSD graduate program or an IGS graduate program with a primary supervisor in FHSD at the time of the application.
- The research/scholarly work for this presentation must have been done while a student at UBCO.
- Applicants may receive funding once as a Master’s student and up to 3 times as a PhD student (pending available funds). PhD students are eligible for a maximum of 1 award in any calendar year.
- Applicants must be in good standing as demonstrated in their most recent CoGS annual report.
- If two or more students who co-author/co-lead a paper or presentation only one is eligible to apply to for a FHSD virtual conference award.
How to Apply
Complete a FHSD Graduate Student Virtual Conference Award Application after carefully reviewing the award criteria and eligibility information.

The applicant must submit a SINGLE PDF document including all of the following.
   a. The FHSD Graduate Student Virtual Conference Award Application cover sheet with required signatures.
   b. Details about the virtual conference to include:
      • Name of meeting and organizer, dates, city/country, including conference URL, and student fee to register for virtual conference – e.g., early bird student registration fee/date
      • Letter or email of acceptance/invitation that describes the nature of participation in the conference.
      • Copy of abstract (as submitted to conference organizers).
   c. Letter of support from the student’s supervisor to:
      • Verify that the abstract/invitation focuses on the student’s research/scholarly or project work completed at UBCO and that the student will be a registered student at UBCO at the time of the conference; and
      • Describe the student’s research/program progress in relation to the timing of this conference as well as the benefits of participation in this meeting to the student and UBCO
   d. Copy of the student’s most recent annual report submitted to CoGS.

Signatures: The original or electronic signatures of the applicant, Supervisor and Graduate Coordinator are required on the cover sheet.

Application Submission

When the application is complete, submit the single PDF of the application (inclusive of all required attachments) to fhsd.graduateprogram@ubc.ca.

PLEASE NOTE: Supplementary documentation will not be accepted after the application has been submitted, unless requested by the Award Committee.