



# GUIDELINES

## Graeme Bell Graduate Travel Award

### Spring/Summer 2025 & Fall 2025

#### OVERVIEW

The University of Calgary is committed to making international opportunities as accessible as possible. The Graeme Bell Graduate Travel Award was established to support graduate students in their academic journey involving travel furthering their graduate level learning and experience. The Graeme Bell Graduate Travel Award is a competitive process, and not all eligible applicants will receive funding. Please note the eligibility and selection criteria below for details.

#### VALUE

\$500 - \$1,000 per award

#### APPLICATION DEADLINE

Tuesday, April 1<sup>st</sup>, 2025, by 11:59pm MST

#### ELIGIBILITY

To be eligible for a Graeme Bell Graduate Travel Award, applicants must meet the following requirements:

- Applicant's program abroad must be considered a Spring, Summer or Fall 2025 global learning experience with respect to the starting and/or ending dates and any transfer credit is to be applied to the Spring, Summer or Fall term.
- Current full-time or part-time University of Calgary student enrolled in a graduate program including a Master's or PhD program.
- Must be earning credit towards a graduate degree at the University of Calgary (UCalgary), i.e., accepted into and registered in a graduate degree program at time of application.
- Completed at least the equivalent of one semester of their graduate program prior to going abroad.
- Be in good academic standing (GPA of 2.7 or higher).
- Eligible programs include Group Study (faculty-led) Programs, Master of Social Work International Practicum Placements, exchange programs, Werklund Joint Doctoral Research Seminar program, and other graduate international learning experiences through the University of Calgary.
- All travel must register and be in compliance with University of Calgary Risk Management. Associated health and safety risks with the travel location and/or the activity itself are factors in an activity's eligibility. All international travel is subject to final approval from Risk Management. Travel approvals are subject to change should circumstances evolve. Visit the University of Calgary travel and risk management website to view country risk ratings and find more information.
- Have not previously received funding from the Global Learning Award, International Study Travel Grant, International Studentship, UGo Virtual Learning Grant, Undergraduate International Research Grant, Graeme Bell Graduate Travel Award, Global Skills Opportunity Program including the Global Indigenous Skills or the Global Access Fund competitions. Recipients are not eligible for more than one award for an individual experience and preference will be given to applicants who are not receiving another award in the same term.
- Are not receiving significant funding from other sources (such as Mitacs) for this program.

## SELECTION CRITERIA

All University of Calgary graduate students who meet the above eligibility requirements may apply. All eligible applications will be reviewed by a selection committee, who will consider academic performance; alignment of the global learning program with the applicant's academic, personal and professional goals; and extracurricular involvement and leadership (including all commitments and responsibilities outside of their University of Calgary academic program) as part of the decision-making process.

The committee will not consider applicants who:

- Are attending conferences.
- Are registered in an undergraduate program.
- Are not registered in a graduate degree program at the University of Calgary.
- Are currently on their program abroad.
- Have completed their program abroad at the time of applying for the award.
- Have previously received funding from the Global Learning Award, International Study Travel Grant, International Studentship, UGo Virtual Learning Grant, Undergraduate International Research Grant, Graeme Bell Graduate Travel Award, Global Skills Opportunity Program including the Global Access Fund or Global Indigenous Skills competitions.
- Are receiving significant funding from other sources (such as Mitacs) for this program.
- Submit a late application.

## HOW TO APPLY

Please see <https://ucalgary.ca/international/study-abroad/global-learning-funding/graeme-bell-graduate-travel-award>. It is the applicant's responsibility to ensure that the application is submitted by **Tuesday, April 1<sup>st</sup>, 2025, by 11:59pm MT**

Log into the online application system at [www.ucalgary.ca/UCI/RAISA](http://www.ucalgary.ca/UCI/RAISA)

1. Complete / update your profile
2. Go to the "Funds" tab, search for the Graeme Bell Graduate Travel Award Spring/Summer 2025 & Fall 2025 and click Apply
3. Submit your application. Applications can be saved as drafts but will not be considered until they have been submitted. It is the applicant's responsibility to ensure the application is complete and has been submitted prior to the deadline. Applications that are saved but not submitted will not be considered. Incomplete application packages will also not be considered.

If you are participating in more than one global learning program within the term, you can only apply for the award for one of the programs. In the application, please identify which program you are applying for funding for.

## FUNDING DISTRIBUTION

You will be notified by email of the result of your application within 4-6 weeks of the application deadline.

Successful applicants will receive the amount of funding allotted through direct deposit. Students will need to ensure that their SIN and banking information is correct in their UCalgary Student Centre. It is the student's responsibility to ensure their banking information is correct.

At the end of their global learning experience, recipients must complete a report for the funder. Details will be provided to successful applicants.

All students travelling internationally are responsible for registering travel and receiving travel approval from University of Calgary Risk Management before the date of travel. Risk Management cannot approve travel applications after a student has already started travelling. If a student does not complete the requirements before their travel, the award may be revoked. Risk Management requirements will differ depending on the risk rating of the country a student is travelling to. To determine a country's risk rating, please visit the University of Calgary's Risk Ratings webpage.

- Low-risk international travel
  - Must register travel with University of Calgary Risk Management before any travel
  - Must forward proof of travel registration (i.e. screenshot) to [intlstdt@ucalgary.ca](mailto:intlstdt@ucalgary.ca) before any travel
- High-risk international travel
  - Must register travel and complete all requirements with University of Calgary Risk Management before any travel
  - Must receive travel approval from Risk Management before any travel.
  - Must forward travel approval email to [intlstdt@ucalgary.ca](mailto:intlstdt@ucalgary.ca) before any travel

## **QUESTIONS?**

Contact us at [intlstdt@ucalgary.ca](mailto:intlstdt@ucalgary.ca).