

Graduate Students' Union Conference Application

16 Bancroft Ave. U of T 978-2391 info@utgsu.ca www.utgsu.ca

or contact Charlotte Reeve: charlotte@utgsu.ca

Please Print

1. Conference Title

2. Date of Conference:

3. Organizers' Information:

a. Name(s)

b. Departmental Address

c. E-mail

d. Phone

4. Cheque should be Issued to:

(must be either the Conference or course union bank account)

5. Amount Requested:

*see below

6. **Budget:** Please attach a sheet which includes amount of funding from potential funders, the amount that the course union will be contributing (if any), and potential expenses. **Use an income/expenses model, not text.**

The GSU cannot be the major funder of a conference.

COURSE UNION FUNDING:

\$

SUBSIDIZED STUDENT REGISTRATION:

YES___ NO___

7. **Letter:** Please attach a detailed letter describing the conference; include information about interdisciplinarity. If you are claiming interdisciplinarity, (i.e. \$500), the various course unions from other disciplines should be either funding your event or endorsing it, preferably both. Please show proof (e-mails will do).

8. **Course Union Endorsement:** *Mandatory: Please attach a letter from your course union*

9. Please submit an evaluation & financial statement if you received funding last year.

Contact: Charlotte Reeve at charlotte@utgsu.ca or 416-978-8464

*If applying for \$500, you must show interdisciplinarity and financial support from other course unions

Guidelines are overleaf