

## FUNDS TO ATTEND WORKSHOPS AND SHORT COURSES: APPLICATION

Name \_\_\_\_\_ Department \_\_\_\_\_

Amount Requested \$ \_\_\_\_\_ Extension \_\_\_\_\_

1. Explain the purpose of the workshop or short course.

2. Does the workshop relate to your current scholarly research?    Yes            No

Does this workshop relate to grant activities?                            Yes            No

3. Attach original documentation of registration or tuition. 50% will be the maximum compensated.

4. Attach letter from department Chair or surrogate (when chair is applicant) evaluating the merits of the workshop or short course.

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Director, Faculty Research

\_\_\_\_\_  
Date

\_\_\_\_\_  
Vice-President for Academic Affairs

\_\_\_\_\_  
Date