

Global Learning Travel Fund

Purpose:

The purpose of the fund is to support undergraduate student travel that will enhance their own academic experience and make a clear contribution to enhancing the U of T Scarborough student experience. This initiative is an attempt to address the financial need of students, in support of the University of Toronto's priorities to increase student mobility. The fund assists students to undertake a **credit-bearing global learning experience**, such as a field course, exchange, summer abroad course, language course, internship, research, or community-engaged learning.

Details of Award:

The Global Learning Travel Fund is an expense reimbursement award. This means that funds are often awarded after returning from the academic travel. Eligible expenses for which receipts are produced will be reimbursed up to \$2,500 per student per award, and is not meant to cover 100% of costs. **Eligible expenses include travel transportation (flights and on the ground transport) and accommodation related expenses only.**

Eligibility:

To be eligible to apply for this fund, you must:

- be registered full-time in the academic year in which you plan to travel or full-time in the semester immediately preceding the academic travel;
- have completed a minimum of 4.0 FCEs (Full Course Equivalents)
- have a minimum Cumulative Grade Point Average (CGPA) of 2.25 or higher;

Applications:

Applications must be submitted online, and must include:

- Completed application form;
- A letter to the review committee indicating:
 - what the experience entails;
 - how credit is obtained (U of T course, exchange transfer credit, general transfer credit, etc.)
 - how participation in the experience aligns with your academic program;
 - the reason funds are requested (need);
 - how you plan to share your experience with the UTSC community;
- A letter or statement from the organizing program or professor, indicating your nomination/acceptance to participate in the experience;
- Transcript (ACORN printout is acceptable);

- The Global Learning Travel Fund will cover in-person travel only (**virtual is excluded**).
- Students awarded funds to travel outside of Canada are required to complete the [Safety Abroad Workshop](#) and register their travel on the [Safety Abroad Registry](#). Please contact studyabroad.utsc@utoronto.ca for any pre-departure questions.
- If approved, original receipts must be submitted for reimbursement.

Deadlines:

Applications must be submitted by 11:59 pm on the deadline date:

- Round 1: Friday, November 17, 2023
- Round 2: Friday, January 19, 2024
- Round 3: Friday, March 22, 2024

Late or incomplete applications will not be considered.

Selection Process:

After each deadline, a committee review's applications for this fund. Once decisions have been reached, you will be notified by email.

Decisions will include: whether the application has been approved, the overall amount, and the maximum amounts for each type of eligible expense.

Selection Criteria:

Selection will be based on:

- how closely the application aligns to purpose of the award
- financial need
- previous receipt of the fund

Preference will be given in the following order:

1. students participating in a UTSC-organized experience,
2. students participating in a U of T-organized experience
3. students participating in experiences organized by other institutions.

Where necessary, decisions may also be based on your CGPA, the amount of time left in your UTSC degree to participate in academic travel, and whether you will be earning money for this experience

Claiming the award:

- Original receipts for expenses incurred must be presented.
- Reimbursement follows the general [University of Toronto policies and guidelines on Travel and Reimbursable Expenses](#), and is at the discretion of the Office of Student Experience & Wellbeing. Eligible expenses include travel transportation (flights and on the ground transport) and accommodation related expenses only.
- Funds will be available through Direct Deposit or Cheque available for pick up at the Office of Student Experience & Wellbeing, depending on whether you have previously worked at UTSC.
- Funds allocated through the Global Learning Travel Fund remain available to claim until September 30th of the following year the fund was granted (ie. fund granted on academic year 2023, deadline is September 30, 2024)

Questions?

Please contact us at studyabroad.utsc@utsc.utoronto.ca