

Polymer Nanoparticles for Drug Delivery (PoND) Program

Research and Training Visit Application Form

Students name

Supervisor:

Degree program:

Current degree program year:

Home

researchgroup:

Type of visit:

Duration of visit:

Estimated time of visit

(e.g. Fall2021; if unknown, enter unknown):

1. (To be completed by the supervisor for applying for a research visit, briefly outline the planned research activities. If applying for a training visit, explain the training that will take place. In both cases, explain how the visit will provide valuable training for the student.

2. (To be completed by the host) Briefly indicate your support and explain the feasibility of the above proposed research/training activities within your research lab.

3. (To be completed by the student) How much money will you need for a successful completion of a research/training visit at the proposed institution? Justify your proposed expenses and break down of the expenses (please see instructions on the next page).

Applicants signature

Supervisor's signature

Application Instructions

- 1) Research visits to another PoND lab should be for a minimum duration of 1 week to count as fulfilling this collaboration activity. During research visits, the students will have the opportunity to expand their own research using new techniques ~~learn~~ about a new area of research in the visiting lab. PoND travel grants to fund travel and accommodation costs will be awarded to support this collaboration activity.
- 2) Training in other PoND labs will give students an opportunity to get ~~hands~~ experience on specialized techniques outside the expertise of their research group. PoND travel grants to fund travel and accommodation costs may be awarded to support this collaboration activity if the training requires student travel.
- 3) Funding for research and/~~o~~training visits will be available to students on a ~~first~~ first-served basis until the allocation of \$16,000 for a year is spent. Students' travel and accommodation expenses will be covered by the awarded grant for travel and the required accommodation expenses up to 3 months per student subject to prior approval. For travel the students should choose the cheapest fare possible. The student will be responsible for meal expenses. In order to apply for a research and/or training visit travel grant, ~~students~~ should complete this application form and return it to the PoND program ~~co~~ordinator. The PoND director and financial officer will review the applications to decide on eligibility. ~~Once~~ a decision is made, the program ~~co~~ordinator will inform the student that their travel application has been approved. Approval of the application does not mean that the student can go ahead and book their trip.
- 4) Once the student is ready to book their trip, they should contact the PoND ~~co~~ordinator (Cornelia Bohne, bohne@uvic.ca) before booking flights or accommodation ~~with~~ proposed dates for a trip. The financial officer will then make a decision on final spending approval and inform the student. Decisions on final spending approval ~~will~~ be made on a first come, first served basis based on availability of funds. If mobility funds are not available within a given fiscal year, the student may be asked to delay their trip.

[PoND research visit and research day travel expenses policy](#)