



Electrical and Computer Engineering
 Graduate Programs Office
 3480 University Street, Room 602
 Montreal, Quebec, Canada
 H3A 0E9

GREAT Payment Request Form

Submit this completed form along with required documents listed below to the Graduate Programs Office no later than 3 weeks following the scholarly meeting or conference.

Personal Information

Last name:	First name:
Email:	McGill ID:
Supervisor's name:	

Award Information

Amount awarded:	
Name of conference/scholarly meeting:	
Title of paper, presentation or poster being presented:	
Location (city and country):	
Dates of conference/scholarly meeting:	

Eligibility Criteria

At the time of application and at the time of presentation, awardees must be registered in a master's (MEng 1 or MEng 2) or doctoral (PhD 1 to PhD 5) program at McGill as a full-time or additional session student working full-time on their degree.

At the time of taking up the award, awardees must have been accepted to present and have presented a paper or poster at the scholarly meeting or conference named in their application which must be held in the specified time period of the competition.

In the case of a multiple-authored paper, the awardee is the presenter.

Checklist Information

Completed Graduate Research Enhancement and Travel Award Payment Request Form

Proof of participation in the scholarly meeting or conference (i.e. receipt for registration fees).

My supervisor is paying my expenses, an expense report has been submitted to the Department, **OR**

My supervisor is not paying my expenses, written confirmation from supervisor is provided. Completed expense form (Expenses-GREAT.xlsx) and original receipts are attached.

Complete the student related "Direct Deposit Bank Account" information under the Financial Aid menu on Minerva.

I confirm that I meet all eligibility requirements as stated above and that my payment request is complete as per the checklist.

Student's signature:	Date:
Supervisor's signature:	Date:

DEPT. USE ONLY GPD's signature:	Date:
Date Entered on BSAC:	For Payment: