

MSc Student Thesis Research Grant

This grant is intended for graduate students who are registered full-time in a thesis-based program at the Telfer School of Management (**MSc in Management, MSc in Digital Transformation and Innovation with a Telfer supervisor**). The MSc Student Thesis Research Grant has been created to support students in their thesis research. The value of the grant is a maximum of \$2,000 for a duration of up to 1.5 years. For MSc students, this is intended as a stipend and/or to cover expenses related to the thesis research.

The number of grants may vary from one financial year to another depending on the availability of funds.

Eligibility

Applications are submitted by full-time tenured and tenure-track faculty at the Telfer School of Management, with a graduate student named on the application. The principal investigator is responsible for managing the funds according to University of Ottawa and Telfer School of Management policies and regulations.

- The student must be registered full-time in the **MSc in Management or MSc in Digital Transformation and Innovation** programs offered by the Telfer School of Management and be supervised by a member of the Telfer faculty.
- The research must lead to the MSc thesis of the student. MSc Projects are not eligible for this grant.
- The MSc thesis proposal must have been defended and approved at the time of the application.
- The graduate student is expected to work full time on their thesis research.
- If a student withdraws from the program or defends their thesis, any remaining research funds will be returned to the SMRG program. The faculty member is required to contact the Research Office with a written request (letter or email) to close the account.
- Funds cannot be transferred to another student supervised by the principal investigator.

Policies

A request to extend the duration of this grant needs to be made to the Research Office and, if granted, the extension will not exceed another full calendar year. **A formal request must be made at least two months prior to the end of the grant period.**

Supervisors who have external funding will be expected to provide a top-up contribution of \$1000.

Request for funding must be submitted through the [online portal](#) by the supervisor.

A graduate student is eligible to receive the Student Thesis Research Grant only once for a given program of study.

This grant is not intended **for pedagogical purposes**.

Deliverables

Thesis and possibly academic publication or presentations. The thesis as well as each publication or presentation supported by SMRG funding must explicitly acknowledge the support of the Telfer School of Management.

MSc Student Thesis Conference Travel Support

This travel grant is available to Telfer students who are registered full-time in a thesis-based program at the Telfer School of Management (**MSc in Management, MSc in Digital Transformation and Innovation with a Telfer supervisor**). Only students registered in the thesis option are eligible for the MSc Student Thesis Conference Travel Support Grant. The grant supports the presentation of MSc research findings at a recognized academic conference that use a peer-review system to adjudicate the submissions. Students must have completed two semesters of full-time studies in the MSc program and have maintained a B+ or higher average to be eligible for this grant.

The thesis supervisor must approve the use of these funds for travel and approve the submission via the SMRG Portal. The same research findings cannot be presented to two different conferences.

The required documentation and the submission process are described below.

<p>Maximum amount and frequency of funding</p>	<p>The total amount available per student is as follows:</p> <p>MSc in Management students can receive up to \$1,200 to present their work at one pre-approved conference once in their program.</p> <p>DTI students supervised by a Telfer professor can receive up to \$400 to present their work at one pre-approved conference once in their program. Note, DTI students can receive additional funding from the Engineering faculty and must request funds from that faculty first.</p>
<p>Deadline</p>	<p>Requests will be processed on a first-come, first-served basis, subject to the availability of funds.</p>
<p>Mandatory documents</p>	<p>Acceptance notification from the conference organizers; Proof that the conference uses a peer-review system to adjudicate submissions; Copy of accepted conference paper, or draft article, draft book chapter, etc.; Completed travel support grant application with detailed budget; Completed reimbursement form, which must be submitted within 60 days after return and before the end of the fiscal year, which is April 30th.</p>
<p>Conferences not eligible for travel support</p>	<p>Conferences organized by for-profit non-academic institutions (predatory conferences and journals). Conferences of poor quality designed primarily to attract participants to vacation destinations. Conferences not using a peer-review system to evaluate submissions. Examples of conferences not eligible for support include, among others, Gene Convention, BIT Congress Inc. events, or OMICS International events. Please view this infographic to help you determine the quality of a conference</p>

Additional considerations:

- We encourage students to also apply for research travel grants from the Graduate Students' Association (GSAÉD), CUPE or other available sources of funding. If a partial reimbursement is obtained from an alternate source of funding for the same conference this needs to be declared on the SMRG application and exhausted first to pay for expenses.
- Should the travel grants provided by GSAÉD or other sources, and the Telfer School of Management, prove to be insufficient to cover your cost of travel, you are encouraged to seek additional contribution from your thesis supervisor.

Travel Grant Submission and Notification Process

1. **BEFORE THE TRAVEL**, complete the **Telfer School of Management Travel Fund for PhD Students application** in the SMRG portal, attaching all required documents listed in the table above and copies of travel fund requests from other sources. Be sure to click submit! You may need to create a user account (if so, indicate that you are a student from the drop-down menu).
2. Follow up with your supervisor to make sure they approve the submission in the SMRG Portal.
3. Once a verification of your application is conducted, you will receive a confirmation letter from the Research Office stating the response to your application (approved or denied).
4. If your travel request is approved, a copy of this letter will be sent to your thesis supervisor and the School's Administrative Officer. You will receive information from the Telfer Research Office (recherche.research@telfer.uottawa.ca) related to the next steps to take and your reimbursement.

PLEASE NOTE:

- **Retroactive applications for travel funds (i.e., an event that has already taken place) will not be considered;**
- **Incomplete applications will not be considered;**
- **Attending a conference without presenting is not eligible for travel funding;**
- **There will be no travel advance prior to the travel.**

PhD Student Conference Travel Support

This travel grant is available to Telfer PhD in management students and DTI PhD students supervised by Telfer professors starting in the Fall semester of the 2nd year of their program. The conference must take place before the PhD program requirements are completed. The grant supports the presentation of PhD research findings at a high-quality recognized academic conference that use a peer-review system to adjudicate the submissions.

The thesis supervisor must approve the use of these funds for travel and approve the submission via the SMRG Portal. The same research findings cannot be presented to two different conferences.

The required documentation and the submission process are described below.

<p>Maximum amount and frequency of funding</p>	<p>The total amount available per student is as follows:</p> <p>PhD in Management students can receive up to \$2,500 to present their work at one pre-approved conference. Only one conference will be funded per fiscal year (May 1st – April 30th). Students may benefit from this travel fund up to three times in their PhD program, starting in Fall semester of second year.</p> <p>DTI students supervised by a Telfer professor can receive up to \$1,000 to present their work at one pre-approved conference. Only one conference will be funded per fiscal year (May 1st – April 30th). Students may benefit from this travel fund up to two times in their DTI program, starting in Fall semester of second year. Note, DTI students can receive additional funding from the Engineering faculty and must request funds from that faculty first.</p>
<p>Deadline</p>	<p>Requests will be processed on a first-come, first-served basis, subject to the availability of funds.</p>
<p>Mandatory documents</p>	<p>Acceptance notification from the conference organizers; Proof that the conference uses a peer-review system to adjudicate submissions; Copy of accepted conference paper, or draft article, draft book chapter, etc.; Completed travel support grant application with detailed budget;</p>

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