

Travelling Knowledges Application

PART ONE: PERSONAL INFORMATION

First Name: _____ Last Name: _____ Student ID: _____

Email: _____@unbc.ca Date of Birth: _____

Phone Number: _____

Citizenship: Canadian Citizen Landed Immigrant Other

Mailing Address:

Street: _____ City: _____

Province: _____ Postal Code: _____

Emergency Contact 1:

Name: _____ Relation to You: _____

Phone Number: _____ Email: _____

Emergency Contact 2:

Name: _____ Relation to You: _____

Phone Number: _____ Email: _____

PART TWO: ACADEMIC INFORMATION

Undergraduate Student Graduate Student

If undergraduate student:

Major: _____ Minor: _____

Year of Study: _____

Credits completed (included current term): _____ Credits remaining: _____

Anticipated year of graduation: _____

If graduate student:

Thesis Project Coursework

Supervising Professor at UNBC: _____

Anticipated year of graduation: _____

For both undergraduate and graduate students:

Do you speak any languages other than English? If yes, please list which ones, and rate your fluency from 1-10 (1 being barely fluent and 10 being fully fluent).

Language:	Fluency:
_____	_____
_____	_____
_____	_____

PART THREE: PROGRAM INFORMATION/SELECTION

Please fill out the following...

Program you are applying for:

TKI QES/TKII

Style of proposed study abroad:

Outbound exchange Independent Study Field School Internship

Other (please describe): _____

Destination country (first choice):	
Destination country second choice (if applicable):	
Destination institution (if applicable):	
<i>If you are hoping to attend a foreign institution, please answer the following:</i>	
Is your proposed institution an existing UNBC exchange partner?	
<input type="checkbox"/> Yes <input type="checkbox"/> No	
<i>If yes:</i>	
Have you applied to the International Office for a UNBC Outbound Exchange?	
<input type="checkbox"/> Yes <input type="checkbox"/> No	
<i>*You must apply separately for the exchange itself; Travelling Knowledge can provide funding only.</i>	
<i>If no:</i>	
Have you applied to the Registrar's Office for a Letter of Permission?	
<input type="checkbox"/> Yes <input type="checkbox"/> No	
Have you received a Letter of Permission?	
<input type="checkbox"/> Yes <input type="checkbox"/> No	
UNBC credit to be obtained:	
Supervising professor (if applicable):	

PART FOUR: TIMELINE

Departure Date:	
Return Date:	

If you know you are travelling to multiple locations, please list your planned itinerary and the dates you intend to arrive/leave each location:

Destination	Arrival Date	Departure Date

*Please note that these do not need to be finalized; this is just to give us a sense of when you are planning to travel and where you want to go.

PART FIVE: PROPOSED BUDGET

Income (What You Have)

Personal Savings

Wages/income (if you are working abroad)	
Savings (to use to study abroad)	
Scholarships	
Grants	
Loans	
Family Support	
Other	
TOTAL INCOME	\$

Expenses at Home (What You Normally Spend)

Local Living Expenses

Housing	
Utilities (heat, electricity, water,...)	
Electronics (phone plan, internet, cable,...)	
Groceries & Food	
Medical Insurance	
Transportation	
University (tuition, books, etc)	
Other	
TOTAL LIVING EXPENSES	\$

Travel Expenses in CAD

Departure and Travel Expenses

Passport Application Fee	
Visa Application Fee (if needed)	
Travel (flights and other transportation)	
Travel Insurance	
Immunizations/Vaccinations	
Accommodation (while travelling)	
Other	
TOTAL TRAVEL EXPENSES	\$

Expenses in Foreign Country (and Currency)

Living Expenses While Abroad

Program Fees	
Program Supplies (books, gear, etc)	
Housing	
Utilities (heat, electricity, water,...)	
Electronics (phone plan, internet, cable,...)	
Groceries & Food	

Medical Insurance	
Transportation	
TOTAL LIVING EXPENSES	

Miscellaneous Expenses

Personal Items	
Gifts	
Prescriptions	
Recreation	
Entertainment	
Clothing	
Further Travel	
Other	
TOTAL MISCELLANEOUS EXPENSES	

Total Living + Miscellaneous Expenses	
Convert to CAD	\$
Subtotal of Study Abroad (Expenses in Foreign Country in CAD + Travel Expenses)	\$

Total Cost of Study Abroad

Subtract the subtotal of study abroad from your income to find the difference (aka the money that will be left when you are done your study abroad).

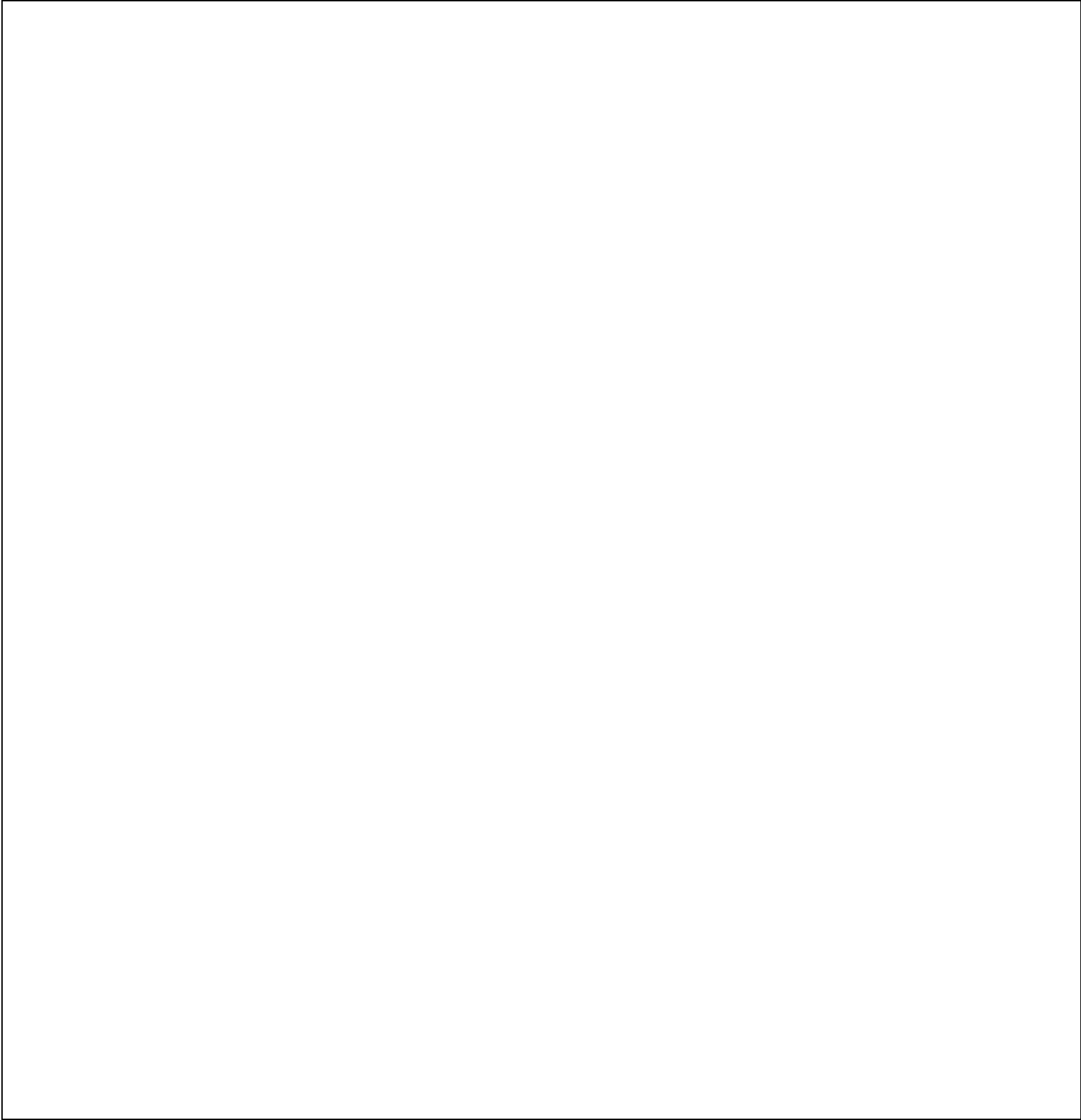
Total Income	
- Subtotal of Study Abroad	
= DIFFERENCE (Income less than Expenses)	\$

*The difference is the amount you need to be comfortable with.

PART SIX: LETTER OF INTENT

In the space provided on the following pages, please write 1-2 pages describing one of the following, as appropriate to your travel plans:

- *For internship, research, or other form of individual academic travel:* Your area of interest, potential countries, organizations, communities, or the university/faculty/department that can best fulfill your needs; the UNBC credit you will earn; and the UNBC professor who will supervise your experience (please enclose a letter from this professor as proof of UNBC credit to be earned)
 - *For formal UNBC exchange:* The university you plan to attend and your educational plans while there. Note that you must apply separately for the formal exchange and must meet all requirements set by UNBC. See your advisor early to get started!
 - *For a UNBC field school:* The field school you wish to attend and how it relates to your educational goals and interests.
- Describe what you hope to bring to the organization/community/department abroad and what role you see for yourself.
 - **For Travelling Knowledges I only:** If applicable, tell us whether you are an Indigenous student, a student coming from a low-income family, or a student with a disability, and explain any additional expenses or needed supports requiring extra funding.



PART SEVEN: FURTHER DOCUMENTS

Before submitting your Travelling Knowledges application, please ensure you have completed and attached the following documents to your application:

- *Letter of Reference*
 - Please include a letter of reference from a faculty member. The letter should explain not only your academic competence, but also your suitability for the international experience you seek.
- *Transcript*
 - Please include a printout of your recent (unofficial) transcript (from the past 6 months).

Send your whole application package (including all required documents) to travelling.knowledges@unbc.ca with the subject line: Travelling Knowledges Program Application – [Your Name]. Expect a response within one week of sending.