

SGS Conference Grant Terms and Conditions

REGISTRATION

To collect your SGS Conference Grant, you must be registered full-time in a graduate degree program when:

- actively presenting your research at the academic conference; and
- submitting your Payment Activation Form (and other required documentation)

TIMEFRAME

Each SGS Conference Grant cycle is assigned a specific timeframe and offers cannot be deferred.

- **Fall cycle** – Supports conferences that take place from September - March
- **Winter/Spring cycle** – Supports conferences that take place from March - September

CHANGES

If you do not present at a conference within the appropriate cycle's timeframe, the grant will be revoked.

If you present at a different conference than the one proposed in your application, you may request approval for the new conference if:

- the conference occurs within the appropriate cycle's timeframe; and
- your Supervisor/Advisor approves the new conference

The value of the grant will not increase based on the new registration-fee and/or location, however the grant **may be reduced** if the new conference has a significantly lower registration-fee and/or different location than the event initially proposed within your application.

ARREARS

If you have arrears (from the previous academic year), the SGS Conference Grant will not be processed until the arrears have been fully cleared.

REQUIRED DOCUMENTATION FOR PAYMENT COLLECTION

Documents printed in a language other than English must be accompanied by an English translation.

1. Payment Activation Form

2. Registration-fee Invoice

Receipt/invoice from conference organizer showing the registration-fee amount paid and the title of the conference

- If the amount listed is significantly different from the proposed amount within your application, the value of the grant will be adjusted accordingly
- If the invoice is in a currency other than Canadian dollars (CAD), you must also provide a conversion showing the foreign currency amount and its equivalent amount in Canadian dollars (CAD); and/or

3. Active Participation

- Printed copy or screen-shot of the online programme showing conference's title and location, your name and title of presentation; **or**
- Official certificate of attendance/participation from conference organizer showing conference's title and location, your name and title of presentation

4. Change of Event/Location Request Form (if applicable)

Signed by both you and your Supervisor/Advisor if you presented at a different conference than the one proposed in your application.

DEADLINE

You are strongly encouraged to submit the materials to collect your grant within two weeks after the conference has occurred. **Uncollected grants will become void by the appropriate collection deadline** (listed within your offer letter and on the Payment Activation Form).



SGS Conference Grant Payment Activation Form

To collect your SGS Conference Grant offer, **complete and submit this Payment Activation Form** (with the other required documentation) by the appropriate deadline below. We strongly recommend that your materials be submitted within two weeks after the conference – **uncollected grants will become void by the collection deadline:**

Winter/Spring cycle: **October 15th**

Fall cycle: **April 15th**

Last Name (as it appears on ACORN/ROSI): Swarup	First Name: Arushri
Student Number: 998866071	U of T Email Address: arushri.swarup@mail.utoronto.ca
Graduate Unit: IBBME	Location of Academic Conference (eg: London, England): Bologna, Italy
Actual registration fee paid (as indicated on attached invoice):	Date of Active Participation at Academic Conference: April 29, 2017

PAYMENT COLLECTION

- Did you actively-present at the academic conference proposed within your original application?
 Yes
 No – if No, please complete and submit a **Change of Event/Location Request Form**
- Scan and email all required documentation (see “Payment Activation” section) to conferencegrant@sgs.utoronto.ca
- Set up direct-deposit on your ACORN/ROSI account (view the steps under [Award Instalments-SGS Payment Policy](#)).

SAFETY ABROAD

U of T's [Safety Abroad Guidelines](#) are a shared responsibility with which all students must comply. Failure to complete the necessary procedures before travelling abroad may result in withdrawal of emergency support, funding or academic credit.

As per our website, all SGS Conference Grant applicants are required to review the [Safety Abroad Office's "Student Responsibilities" webpage](#) to ensure their responsibilities are completed before their travel occurs.

I have **registered** in the Safety Abroad Database:

 Yes **No** N/A traveling within Canada

I have **completed** a Safety Abroad Workshop:

 Yes **No** N/A traveling within Canada

If “**No**” to either of the above questions, please **explain** why:

I had a scheduling conflict with the Safety Abroad Workshop available before the conference so I was unable to attend. During my undergrad at U of T I attended the PEY safety workshop.

Student's Signature:

Date:



SGS Conference Grant Change of Event/Location Request Form

Submit this form – along with all other required documentation – if you attended a **different** conference and/or location than what was proposed within your application.

If your request is approved, the value of your grant may be adjusted if there is a **significant** difference between the new and previous location and/or registration fees. You will be advised of any adjustments.

Last Name: Swarup	First Name: Arushri
Student Number: 998866071	U of T Email Address: arushri.swarup@mail.utoronto.ca
Graduate Unit: IBBME	Value of Approved Grant: \$
Proposed conference location (city, country):	New conference location (city, country):
Proposed registration-fee:	New registration-fee:
Reason for request:	
Student's Signature: _____ Date: _____	

Supervisor's approval:

<input checked="" type="checkbox"/> Yes, I can confirm the above details provided by the student and approve this request to change the event / location for this recipient.		
Supervisor's Name (print):	Supervisor's Signature:	Date:



**UNIVERSITY OF TORONTO
SCHOOL OF GRADUATE STUDIES**

**SGS Conference Grant
Payment Activation Form**

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Last Name (as it appears on ACORN/ROSI): Swarup	First Name: Arushri
Student Number: 998866071	U of T Email Address: arushri.swarup@mail.utoronto.ca
Graduate Unit: IBBME	Location of Academic Conference (eg: London, England): Bologna, Italy
Actual registration fee paid (as indicated on attached invoice): €200,00 or \$302.41 CAD <i>(See attached VISA statement)</i>	Date of Active Participation at Academic Conference: April 29, 2017

PAYMENT COLLECTION

- Did you actively-present at the academic conference proposed within your original application?

<input checked="" type="checkbox"/> Y	Yes
<input type="checkbox"/>	No – if No, please complete and submit a Change of Event/Location Request Form
- Scan and email all required documentation (see "Payment Activation" section) to conferencegrant@sgs.utoronto.ca
- Set up direct-deposit on your ACORN/ROSI account (view the steps under [Award Instalments-SGS Payment Policy](#)).

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I have registered in the Safety Abroad Database:

Yes

No

N/A traveling within Canada

I have completed a Safety Abroad Workshop:

Yes

No

N/A traveling within Canada

If "No" to either of the above questions, please explain why:
I had a scheduling conflict with the Safety Abroad Workshop available before the conference so I was unable to attend. During my undergrad at U of T I attended the PEY safety workshop.

Student's Signature:

Arushri Swarup

Date:

07-Jun-2017

IWGEES Registration Details

Arushri Swarup

Fri 10/28/2016 4:23 PM

To: Adrian James <adrian.james@sickkids.ca>;

From: mail@nordestcongressi.it <mail@nordestcongressi.it>
Sent: Friday, October 28, 2016 4:23 PM
To: Arushri Swarup
Subject: Confirmation 2nd World Congress on Endoscopic Ear Surgery - cdc 280

Outcome Registration

Dear Arushri Swarup

We are glad to inform you that you have been correctly registered to the following event:

2nd World Congress on Endoscopic Ear Surgery - cdc 280

To be held in: April 27 - 29, 2017, Bologna, Palazzo Re Enzo

Summary

> Title	2nd World Congress on Endoscopic Ear Surgery - cdc 280
> Period	from 27/04/2017 to 29/04/2017
> Category	Resident or Student
> Registration fee	T01 - Resident or Student

The payment method you have selected is:

Credit Card

The invoice for the amount of EUR 200,00 will be sent to the address indicated on the registration form.

Looking forward to meet you soon, we send you our best regards

The Organising Secretariat

2nd World Congress on Endoscopic Ear Surgery - cdc 280

mail@nordestcongressi.it

Prof Livio Presutti
Chair of Otolaryngology
UNIVERSITY OF Modena- Italy
Via del Pozzo 71 Modena

Dear Arushi Swarup

Thanks very much for participating in the panel on "Paediatric Endoscopic Ear Surgery" at the Second World Congress on Endoscopic Ear Surgery in Bologna, Italy last month.

Your beautifully illustrated talk about " Steerable Instruments for Endoscopic Ear Surgery" was presented perfectly and everybody benefited by learning from your experience.

I look forward to further collaborations in future.

Kind regards

Modena 29-05-2017

Prof. Livio Presutti



GREEN

MISS ARUSHRI SWARUP 4520 0100 5095 1526

STATEMENT DATE: November 03, 2016

1 OF 3

PREVIOUS STATEMENT: October 04, 2016

STATEMENT PERIOD: October 05, 2016 to November 03, 2016

TRANSACTION POSTING

OCT 28	OCT 31	NORD EST CONGRESSI SRL UDINE FOREIGN CURRENCY 200.00 EUR @ EXCHANGE RATE 1.51205	\$302.41
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Continued

**Register your Card today
at tdrewards.com!**

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exclusive offers for TD Cardholders
from brand name retailers.



CONTACT INFORMATION

Customer Service/Lost & Stolen
TTY Inquiries (with hearing loss)

1-800-983-8472
1-866-704-3194

PAYMENT INFORMATION

Minimum Payment	\$10.00
Payment Due Date	Nov. 24, 2016
Credit Limit	\$1,000
Available Credit	\$29
Annual Interest Rate: Purchases	19.99%
Cash Advances	22.99%

Estimated Time to Pay

The estimated time to pay your New Balance in full
if you pay only the Minimum Payment each month is:
7 year(s) and 9 month(s).

CALCULATING YOUR BALANCE

Previous Balance	\$25.01
Payments & Credits	\$90.09
Purchases & Other Charges	\$1,035.61
Cash Advances	\$0.00
Interest	\$0.00
Fees	\$0.00
Sub-total	\$1,035.61
NEW BALANCE	\$970.53



TD CANADA TRUST
P.O.B /C.P. 611
AGINCOURT, ONTARIO M1S 5J7

NEW BALANCE	\$970.53	MINIMUM PAYMENT	\$10.00	PAYMENT DUE DATE	Nov. 24, 2016	AMOUNT PAID	\$
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GREEN

Account Number: 4520 0100 5095 1526

1. Payments can be made via:

- EasyLine™ Telephone Banking
- EasyWeb™ Internet banking
- The Green Machine ®
- TD Canada Trust Branch
- Mail

2. Make cheques payable to TD Canada Trust

3. Detach and return with payment

TDSTM21000_4221064_003 E D 16236

MISS ARUSHRI SWARUP
58 NORTHFOREST TRAIL
KITCHENER ON N2N 2Z1

4520010050951526 0001000 0097053 1

Statements: This statement covers the statement period shown on this statement. Please review this statement carefully and advise us of any errors within 30 days after the Statement Date. If you do not, we will consider this statement final (except for improper credits).

Payment Due Date: The Payment Due Date is shown on your statement. It is always at least 21 days from your Statement Date. This time period may extend depending on your payment activity. For example, if we do not receive payment of the Balance on your statement on or before the Payment Due Date, the Payment Due Date on your next statement will be 25 days after your Statement Date. **Any interest still applies during this period.** When we receive payment of the Balance on or before the Payment Due Date, the Grace Period on your next statement will revert back to the standard 21-day Grace Period. If the Payment Due Date falls on a Saturday, Sunday or holiday in Canada, we will extend the Payment Due Date to the following business day. **Any interest still applies during this period.**

Grace Period and Interest

All Cards (except TD Venture Line of Credit Visa Cards): Interest is calculated at the applicable annual interest rate(s) as shown on this statement. We do not charge interest on new Purchases and fees that appear for the first time on your statement ("New Purchases") as long as we receive payment of the Balance shown on your statement on or before your Payment Due Date. If you pay an amount that is less than your Balance shown on your statement, then we will charge interest on a New Purchase from the transaction date until the amount of the New Purchase is paid in full. This interest-free Grace Period does not apply to Cash Advances. We always charge interest on Cash Advances (including Balance Transfers, Cash-Like Transactions and TD Visa Cheques) from the transaction date of the Cash Advance until the amount of the Cash Advance is paid in full. We do not charge interest on interest.

For TD Venture Line of Credit Cards Only: We charge interest on the amount of all Transactions including Purchases, Cash Advances (including Balance Transfers, Cash-Like Transactions, and TD Visa Cheques) and all fees or other amounts charged to the Account from the transaction date until that amount has been paid in full. **There is no interest-free Grace Period.**

All Cards: For more detailed information on how and when interest is charged, see the "Grace Period and Interest" section in your Cardholder Agreement.

Making Payments: You must pay at least the Minimum Payment shown on your statement on or before each Payment Due Date. Payments made by mail or at the branch, ATM or online banking service of another financial institution may take several days to reach us. You are responsible to make sure your payment is received by us on or before the Payment Due Date. If a payment is made during our normal business hours we treat it as made on the same day, otherwise we will treat the payment as received by us on the next business day. If paying by cheque, money order or draft, include your Account number on it and enclose with payment remittance form (bottom portion) of your statement. **For TD U.S. Dollar Visa Cards Only:** All payments must be made in U.S. dollars.

How We Apply Payments: See your Cardholder Agreement for details on how we apply payments to your Account.

Foreign Currency Conversion: Foreign currency will be converted by applying a rate established by VISA plus 2.5% as described in more detail in the "Foreign Currency Conversion" section in your Cardholder Agreement.

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527640(03/15)

Estimated Time to Pay: If we have provided you with an estimate of the length of time it will take you to pay the Balance, in full, on this statement, if you only pay the Minimum Payment, the estimate is based on the following assumptions:(i) that we receive the Minimum Payment shown on this statement, and the Minimum Payment on all subsequent statements, on the Payment Due Date on those statements (not prior to that date); (ii) that each month, we receive no more than the Minimum Payment; and (iii) a 360-day year. Our estimate is based on the current interest rates that apply to your Balance as of Statement Date (including any promotional rates for any promotional period and the rate that will apply after that promotional period has expired). This estimate will change each month if any of the assumptions in (i) and (ii) are not met, the Balance that appears on your statement changes or if the rates that apply to your Account change. Our estimate does not include any Transactions that have not yet posted to your Account and that are not included in the Balance that appears on this statement.



GREEN

MISS ARUSHRI SWARUP 4520 0100 5095 1526

STATEMENT DATE: November 03, 2016

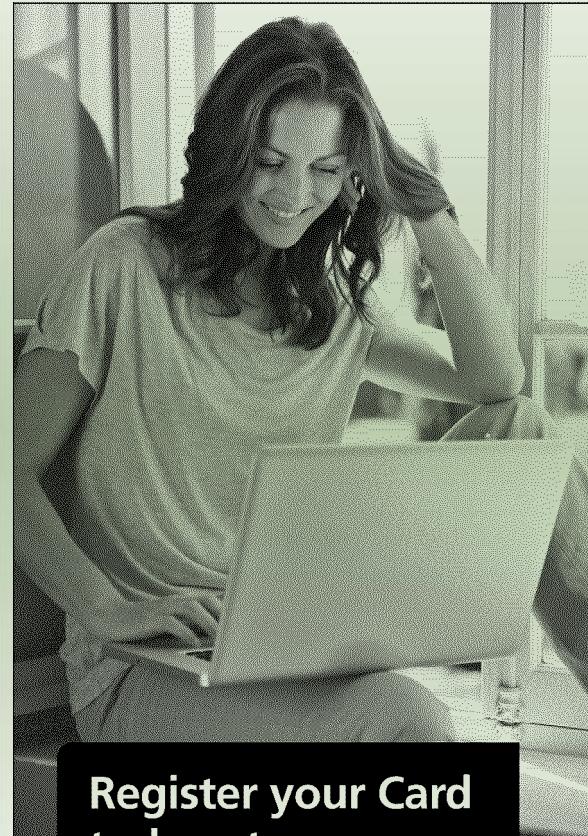
3 OF 3

PREVIOUS STATEMENT: October 04, 2016

TRANSACTION DATE	POSTING DATE	ACTIVITY DESCRIPTION	AMOUNT(\$)
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NET AMOUNT OF MONTHLY ACTIVITY	\$945.52
TOTAL NEW BALANCE	\$970.53

TD MESSAGE CENTRE:



**Register your Card
today at
tdrewards.com**

Receive weekly emails with
exclusive offers for TD Cardholders
from brand name retailers.



SPECIAL OFFERS AND INFORMATION

MISS ARUSHRI SWARUP

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Browse through the best home décor looks, the hottest furnishings, the newest appliances and much more for your home – at exclusive prices for TD Canada Trust Credit Cardholders.

Shop and save for your home
today at **tdrewards.com**

**Enjoy exclusive benefits for
TD Credit Cardholders at tdrewards.com**

As a TD Credit Cardholder, you can save money with great deals on a wide range of brand name merchandise, from electronics to kitchen items.

Register your TD Credit Card at **tdrewards.com** and you will gain access to exclusive deals.

Get free delivery on purchases over \$150.

And sign up to receive weekly emails to stay up-to-date on the latest offers.

Register your TD Credit Card today at tdrewards.com

**It's easy to consolidate
your balances**

Simply call 1-800-983-8472 to transfer non-TD credit card balances to your TD Credit Card Account at the regular annual interest rate that applies to Balance Transfers on your Account.

**Enjoy exclusive benefits for
TD Credit Cardholders at tdrewards.com**

Get access to great deals on a wide range of brand name merchandise, from electronics to kitchen items.

Register your Card today at tdrewards.com

Eligible Card purchases are insured against theft or damage for 90 days from purchase and the manufacturer's warranty may be extended by up to 12 months.

For details, call 1-800-983-8472.

