The Faculty of Arts Postgraduate Technology & Travel grants are open to all commencing* domestic and international Arts Coursework Masters students enrolling for the first time in the 2016 Semester 2 intake. Applications may be submitted by enrolled students after the August 31st 2016 Census date.

Students must complete and sign each relevant section, then forward the form with the relevant attachments to the Arts Student Office for authorization and processing. The Arts Student Office is located on the ground floor of the main Arts Building.

**Technology**

The total value of the Technology grant will be a maximum of $1000.

1. Students will be reimbursed via proof of receipt for up to a maximum of $1000 expenditure on a technological item (*for example: phone, tablet/ipad, laptop or computer purchase*).
2. Reimbursement will be done via Electronic Funds Transfer (EFT) from the Arts Student Office.
3. Reimbursement will only apply to purchases receipted after the 1st July 2016 and before the 15th December 2016.
4. Applications will need to be made on the Technology & Travel grant application form and be approved by the Arts Student Office.
5. Applications for the Technology grant must provide an original receipt with the application form.

Equipment paid for under this grant will remain property of the student and the Faculty of Arts will not responsible for maintenance, support or loss.

**Travel**

The total value of the Travel grant will be a maximum of $1000.

1. Travel must be related and relevant to the student’s Masters course (*for example: internship, work placement, research trip, conference or travel to/from interstate or overseas place of home/family residence*).
2. All qualifying travel must be booked by the Arts Student Office. **DO NOT BOOK YOUR OWN FLIGHTS.** We cannot reimburse students for travel booked privately. All travel will be booked by the Arts Student Office through the UWA Concur System, using one of the three University Travel Providers (*Tertiary Travel, Campus Travel or STA Travel*).
3. Students need to obtain a *quote* for their flights from one of the travel agents above, and attach this to their application form. Also attach a quote for any other travel-associated costs (*accommodation and/or care hire*), as well as an *itinerary* with the application form.
4. Travel must be completed during the student’s time as an enrolled Masters student.
5. Applications will need to be made on the Technology & Travel grant application form and be approved by the Arts Student Office.

*Students articulating from a Graduate Certificate or Graduate Diploma are not eligible for these grants except for students articulating from a Graduate Certificate who were not eligible for direct entry into the Masters.*

NOTE – Students can only apply for each grant once throughout their Masters course.

*If you commenced your course prior to Semester 2, 2016 please contact the Arts Student Office regarding your eligibility for the grant and application process.*