

**GUIDELINES FOR APPLICATION**  
**RESEARCH & PUBLICATIONS AND GRADUATE AWARDS COMMITTEE**

***GRADUATE AWARDS (STUDENT)***

The following information is required:

**Equipment & Supplies**

- i) pro-forma invoice/s
- ii) itemized breakdown of budget

**For visits to Institutions**

- i) acceptance letter from the Institution
- ii) itemized breakdown of the budget

**Conferences**

- i) pro-forma invoice for airfare (quoted in JA\$)
- ii) abstract of the paper to be presented
- iii) proof of acceptance of the paper
- iv) conference details (venue, dates of conference, registration fee)

Please note that outstanding report/s (supervisor and grant) is/are required.

**Quotation for airfare**

Proforma invoices for airfare (quoted in J\$) should be obtained from a travel agent approved by UWI: Chin Yee's Travel; Marco Polo; Compact; Campus Travel (Students Union), or Pauline's Travel