General Info

COURSE UNION: ________________________________________________________________

DATE SUBMITTED: ____________________________ AMOUNT REQUESTED: ________________

CONTACT NAME: ________________________________________________________________

PHONE #: ____________________________ EMAIL: __________________________________________

Declaration of Intention: Will you report back to Course Union Council about the conference?

Event Details

EVENT NAME: ____________________________ DATE: ____________________________

PURPOSE & DESCRIPTION:
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________

How will your Course Union or the UVic community benefit from this project?
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________

I have read and understood the information on the second page of this document ( )

FOR THE DIRECTOR OF STUDENT AFFAIRS ONLY:

Date presented: ____________________________ Amount received: ____________________________

Date approved by board: ____________________________ Date reporting back to Course Union Council: ____________________________

Questions? Email the Director of Student Affairs at affairs@uvss.ca or call at (250) 721-8367
UVSS Academic Fund Application

Budget

COST BREAK DOWN (or attach a budget):

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<th>ITEM</th>
<th>COST</th>
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TOTAL COST: __________________

FUNDRAISING EFFORTS:

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IMPORTANT INFORMATION

- Who can apply? Any Course Union or Professional Development Union (PDU) in good standing may apply.
- What can the Academic Fund be used for? Academic funding may be used for events that are academic based and related to the Course Union’s area of study. The event must be held on campus or within the Victoria area. Any event hosted by a religious group or political party is not eligible for funding.
  - After the event the course union must present to Course Union Council on how the event benefitted students.
- How much can be applied for? There is no maximum amount that a Course Union can apply for, however, any application over $2000 requires a two-thirds (2/3) vote and approval from the Board of Directors.
- How are the funds released? If you receive funds from the Academic Fund you can access the money via cheque requisition form (available in the SUB and on uvss.ca). The account number is 3350. In order to receive the cheque, you must submit itemized receipts.
- Applications can be submitted to two places (or via email to affairs@uvss.ca):
  - The Director of Student Affairs’ box in the UVSS Students’ Society Centre
  - The Director of Student Affairs’ box in the SUB General Office.

Questions? Email the Director of Student Affairs at affairs@uvss.ca or call at (250) 721-8367