

ANNUAL CONGRESS
UNIVERSITY OF BRITISH COLUMBIA
JUNE 1 TO JUNE 4, 2019

Registration for the Congress of the Social Sciences and Humanities is required for all participants. **It is important that you pay your congress fees; these fees make it possible for us to cover our congress costs such as the reception and the audio-visual equipment.** The Canadian Philosophical Association Congress registration fees are \$70 for full members, \$35 for students, retired, part-time academics, and \$80 for non-members.

Reimbursement of Travel Expenses

The CPA will reimburse travel expenses with its very limited Student Travel Fund.

1. To be eligible for a reimbursement, the applicant must:
 - a) be a student, part-time faculty or unemployed **member of the CPA for 2019**;
 - b) have paid the CPA Congress registration fees
 - c) submit the reimbursement application by **June 28, 2019**;
 - d) participate in the programme. This includes members who present a paper or commentary, or who participate in symposia, round tables, etc.; chairing a session does not make a member eligible for a travel grant.
2. Only transportation expenses are reimbursable: airline flights, train and bus fares, shuttles / taxis to and from airports, train / bus stations, car mileage allowance from home to Vancouver and return.
3. The amount refunded depends on the number of claims received and the amounts requested. Therefore, it is impossible to determine the reimbursement amounts until after all the requests are received by the Executive Director.
4. Since the available funds are very limited, applicants are encouraged to first obtain funding from their own institution or other sources.
5. Reimbursements from other sources must be subtracted from the amount of travel expenses claimed from the CPA. Members belonging to more than one association cannot request the same travel expense reimbursement from more than one association.
6. Original documents or copies must be presented to the CPA with the travel claim form. This includes airline boarding passes, train and bus tickets, receipts for car rentals, etc.

Travel Expenses Claim

If you plan on submitting a request for travel expense reimbursement, please do so at the CPA desk at the Congress or by mail to the national office by **June 28, 2019**. The address can be found on the claim form. **Do not leave the filled-in form at the CPA desk if there is no one present.**



The Canadian Philosophical Association
L'Association canadienne de philosophie

Canadian Philosophical Association/L'Association canadienne de philosophie
PO Box 16081 Dundas Dovercourt
Toronto ON
M6J 3W2

E-mail: administration@acpcpa.ca

TRAVEL CLAIM FORM – CONGRESS 2019

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PLEASE INCLUDE RECEIPTS

TRAVEL CLAIM TOTAL:

NAME

E-MAIL

SESSION DATE

MAILING ADDRESS (address where you want the reimbursement cheque sent):

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Travel claims must arrive in the office by JUNE 28, 2019 to be considered for reimbursement.

FOR OFFICE USE ONLY
Date paid:
Cheque #
Total amount:
#5313: