

Seneca



STUDENT DEVELOPMENT GRANT **Supporting Learning Outside the Classroom**

STUDENT DEVELOPMENT GRANT **APPROVAL OF AN EVENT** **(To be completed by Staff or Faculty)**

Staff and faculty of the Seneca Student Federation and/or Seneca College may complete this application to request funding for students attending a particular opportunity/event.

The Student Development Grant “Approval of an Event” form must be sent to the SDG e-mail address (studentdevelopmentgrant@senecacollege.ca) at least five weeks prior to the event/opportunity. If the event/opportunity is approved by the Student Development Grant Committee, the staff/faculty will be notified by e-mail.

If funding is approved at more than \$50.00/student, each student wishing to receive a Student Development Grant, must complete the Student Development Grant Student Application and submit the form to the SDG e-mail address, at least four weeks prior to the event/opportunity.

DETAILS OF EVENT FOR WHICH YOU ARE REQUESTING FUNDING
(Please type answers directly into the form, save the file as “(name of event) SDG” and e-mail the file to studentdevelopmentgrant@senecacollege.ca)

Name of Event:

Website of Event:

Location of Event:

Duration of Event:

Dates of Event (From/To):

How many days will students be attending?:

How will students benefit from attending this opportunity/event?:

(Space for explanation)

How many students will be attending this event?

Will students receive funding or grants from any other Seneca College sources?:
If “Yes”, explain (i.e. Alumni Affinity Fund; Program, etc.):

Is this opportunity/event mandatory for students to attend?

Will students receive a credit by attending this event?

How did you find out about the Student Development Grant?:
(Space for explanation)

How will you promote this event in a fair way to eligible students?

COSTS ASSOCIATED WITH EVENT/PER STUDENT

1. Event registration fee:
2. Travel:
3. Accommodation:
4. Other:

INELIGIBLE ACTIVITIES

- Mobile Intensive Learning Experience (MILE)
- Courses/programs that result in a credit

Agreement between staff/faculty and the Seneca Student Federation:

By e-mailing this Approval of an Event form, you are indicating that you have read and accept the Student Development Grant Policy. Should a Student Development Grant be awarded to the students participating in this opportunity/event, you agree to acknowledge the support of the Seneca Student Federation and the Student Development Grant in any promotions of this event. All promotional material related to this event, must include the Seneca Student Federation logo and quick links to all SSF social media (this will be provided once the event is approved).

Your Name: Your

Position:

Program/Department:

E-mail Address:

E-mail this form to: studentdevelopmentgrant@senecacollege.ca

Updated: May 1st 2019

**THANK YOU FOR YOUR INTEREST IN THE STUDENT
DEVELOPMENT GRANT!**

