



Department of Kinesiology, Faculty of Human Kinetics

401 Sunset Avenue
 Windsor, Ontario, Canada N9B 3P4
 T 519 253 3000 (2429) F 519 973 7056
www.uwindsor.ca/kinesiology

**HK Research Fund – Undergraduate Thesis Student
 Reimbursement Request Form**

It is the intent of the Faculty of Human Kinetics to reimburse undergraduate thesis students in the Department of Kinesiology for items or services directly pertaining to the completion or dissemination of the undergraduate thesis. The amount of the reimbursement will not exceed \$200 CAD (as stated in the Undergraduate Thesis Handbook).

Eligibility:

1. Must be registered as a full-time undergraduate student.
2. Application for reimbursement must be submitted before the end of the academic year within which the thesis was completed.
3. Students are eligible for a maximum of one (1) reimbursement.

Instructions:

Please complete and submit this form via email to the Graduate Program Secretary (shorne@uwindsor.ca) and cc the Associate Dean, Research & Graduate Studies (mcgowanc@uwindsor.ca). Original receipts must be appended electronically to this form:

Claimable Expenses:

1. Undergraduate thesis research-related reimbursement (e.g. postage, equipment repair, etc.)
2. Small Equipment or software requests (e.g., annual licensing fees, electrodes)

Student Name:

Student Signature:

Faculty Advisor Name:

Faculty Advisor Signature:

Date Submitted (DD/MMM/YYYY):

Purpose of Request (check all that apply)

- Reimbursement
- Small Equipment

List of Itemized Receipts

- | | |
|----|-----|
| 1. | 6. |
| 2. | 7. |
| 3. | 8. |
| 4. | 9. |
| 5. | 10. |



University
of Windsor

Department of Kinesiology, Faculty of Human Kinetics

401 Sunset Avenue

Windsor, Ontario, Canada N9B 3P4

T 519 253 3000 (2429) F 519 973 7056

www.uwindsor.ca/kinesiology

| | |
|---|---|
| Funding Amount Requested | \$ |
| Funding Amount Issued | \$ |
| Please specify how the funds will be used | |
| <input type="checkbox"/> Yes | The student & advisor acknowledge that any purchased item will remain the property of the University of Windsor |