

# Canada Research Training Awards Suite – Research Travel Supplements Payment Activation Form

To receive payment of the Canada Research Training Awards Suite – Research Travel Supplements (CRTAS-RTS), award holders must:

- ✓ Be registered full time;
- ✓ Contact the Safety Abroad Office at least one month prior to departure to ensure that they comply with current safety abroad requirements;
- ✓ Comply with all agency regulation, as set out on the [CRTAS-RTS website](#).

Email the completed Payment Activation Form (PAF) to [SGS Graduate Awards Office](#).

## Payment of the Canada Research Training Awards Suite – Research Travel Supplements

Payments are processed through ACORN and paid directly to students approximately 30 days prior to departure. Students may receive payment by direct deposit provided that they have set up direct deposit on ACORN. Otherwise, payments will be issued as a cheque and sent by Canada Post to the student’s mailing address on ACORN. Instructions for setting up direct deposit can be found at [ACORN Help How-To](#) (see “Direct Deposit”).

|                                 |                              |                        |
|---------------------------------|------------------------------|------------------------|
| Last Name:                      |                              | First Name:            |
| Student Number:                 |                              | Email Address:         |
| Graduate Unit:                  |                              | CRTAS-RTS Amount (\$): |
| Date of Departure: (dd/mm/yyyy) | Date of Return: (dd/mm/yyyy) | Destination:           |

Have travel dates and/or destination(s) changed since the time of application? Yes      No

If yes, please request [permission from the granting agency](#), and forward the approval email to [SGS Graduate Awards Office](#) with "CRTAS-RTS" in the subject line.

### Safety Abroad Requirements:

In accordance with University of Toronto policy, students participating in out-of-country University research activities are required to abide by the [Safety Abroad Guidelines](#). All students traveling outside Canada, including the USA, are required to register with the [Safety Abroad Registry](#) and ensure their requirements are met before travelling.

I have completed all of the safety abroad requirements (including a pre-departure online tutorial or workshop): Yes

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Should you have any questions regarding this form, please contact the Graduate Awards Office by email at [SGS Graduate Awards Office](#).