



## **APPLICATION GUIDELINES**

Funds are available through the Research Centre for research conducted by Athabasca University graduate program students' to assist in partially covering **Data Management/Analysis Software** costs incurred while completing a thesis/dissertation. Examples of anticipated expenses that a student may incur include purchasing licenses (or upgrade) for statistical software such as SPSS, NVIVO, ATLAS.ti, etc.

### **Eligibility**

Students currently enrolled and in good standing in an Athabasca University program of graduate study may be eligible to receive reimbursement up to **\$250 per annum**, for the purchase of data management/analysis software that has been **approved by the student's supervisor** (with a maximum of two submissions per annum.)

Funds will be available during both a student's Master's and Doctoral programs, if applicable.

### **Supervisor Support**

All applicants must obtain support from their thesis/dissertation or project supervisor. Support from the thesis/dissertation or project supervisor affirms that the software is needed for completion of a thesis/dissertation or project.

### **Reimbursement**

Graduate student award recipients are required to submit a signed [Reimbursement Claim Form for Non-AU Employees](#), along with original receipts and proof of purchase.

Receipts must be dated within the fiscal year (April 1 to March 31) in which the award was received.

Please submit documents to the following address:

Athabasca University  
Research Centre  
C/O Admin Assistant & Grants Administrator  
1 University Drive  
Athabasca University, AB  
T9S 3A3