

## Reimbursement protocols for the annual ONCAT conference

ONCAT remains committed to delivering relevant, timely and high quality professional development and engagement opportunities to advance student mobility research and pathway development in Ontario across the postsecondary sector. Further, ONCAT is committed to supporting a diverse and institutionally balanced attendance at the annual conference. The following reimbursement protocols are intended to provide financial support to institutions as a means to ensure continued engagement and involvement.

1. To ensure robust and engaged discussion, ONCAT is encouraging participation from both the college and university sector and will waive the registration costs for **four** participants from each institution at the conference.
  - a. Institutions may choose to support additional registrants beyond their original four at a cost of \$100.00 per registrant. A waitlist will be employed to ensure the space permits it
2. For registrants who live 60 km or more from the conference venue, **economy class** (rail, air, and bus) travel costs will be reimbursed with submission of original receipts. Mileage will be reimbursed for personal automobiles at the rate of 46.5 cents per kilometre.
3. *Please note that accommodations will be reimbursed for registrants only for **MONDAY evening**, and only for those who live **60km or more** from the conference venue.* For reimbursement, kindly submit original copies of your receipt to Ms Lena Balata as follows:

Lena Balata  
Office Coordinator  
Ontario Council on Articulation and Transfer  
180 Dundas Street West, Suite 1902  
Toronto, ON M5G 1Z8

4. Monday's lunch, reception and Tuesday's breakfast and lunch will be covered for all registrants. Additional meal expenses are the responsibility of the participant.
5. Registration and travel/accommodation costs for speakers who are selected to be part of the conference program will be reimbursed by ONCAT, and are not counted against the institutional allocation of four spaces. For speakers' reimbursement policy, please contact Ms Lena Balata at [lbالاتا@oncat.ca](mailto:lbالاتا@oncat.ca).