

STUDENT TRAVEL AWARDS

Student Travel Awards provide partial support for students who have the opportunity to participate in a student or professional meeting. Funds are limited and awarded competitively.

Guidelines:

- Students requesting funds must be an active participant either by presenting a paper or original work, participating on a panel at a conference, performing in an artistic fashion, or participating in presentation of faculty sponsor's work.
- Students are expected to share in the cost; no trip can be funded at 100%. Car-pooling and room sharing are encouraged.
- The student must turn in original receipts to the Office of Academic Affairs no later than 5 working days from the date of the trip. Funds can be paid directly to the meeting account. All payments to students will be made on a reimbursement basis.

Please complete the application and submit to the Dean for Research. Attach an abstract or brief description of your paper or presentation. Attach a copy of the program, letter of invitation, or other documentation as available and relevant.

1. Name: _____
2. Address _____

3. Preferred contact information (phone, e-mail): _____
4. Name/location/dates of meeting: _____

5. Itemized estimated cost of trip: _____

6. Nature of your participation (include title of paper or presentation or other form of participation): _____

7. In addition to presentation of your research or creative work, what opportunities or benefits would attending this meeting provide? _____

8. List other sources of funding and amounts funded: _____

9. Faculty sponsor name, e-mail, campus phone: _____

10. Faculty sponsor signature: _____