

## Student Research Presentation Travel Funds Application

Application \_\_\_ 1<sup>st</sup> semester or \_\_\_ 2<sup>nd</sup> semester for fiscal year \_\_\_\_\_

To support the external dissemination of important student research and scholarship endeavors in the University, this funding is accessible to those students who present their research/scholarship to external professional audiences. Recommendation (via signature) from a fulltime faculty member in the University is required to accompany this application.

Signature of Applicant:		Date:	
Signature of Sponsoring Faculty:		Date:	
Signature of Chair:		Date:	

**Please complete and forward this application in addition to copies of: abstract/overview of presentation, acceptance email or letter, information about the event and registration to your dean.**

Your Name:		School/College:	
Phone number:		Email:	

**Proposed Activity:** Presenter \_\_\_\_\_ Poster Exhibit \_\_\_\_\_ Other \_\_\_\_\_

Conference/Project: \_\_\_\_\_

Title of Project/Presentation: \_\_\_\_\_

Sponsoring Organization: \_\_\_\_\_

Period of Conference: \_\_\_\_\_ Location: \_\_\_\_\_

<b>Budget:</b>					
<b>Travel:</b>	\$	<b>Car</b>	x \$.54/mile	<b>Total</b>	\$
<i>estimate</i>		<b>Miles:</b>		<b>Transportation:</b>	
<b>Air:</b>	_____				_____
Lodging: No. of Nights:	_____	Cost/Night:	\$ _____	Total Lodging:	\$ _____
				Total Registration:	\$ _____
				<b>Total Request:</b>	<b>\$ _____</b>

Funding available from other sources? \_\_\_\_\_ No \_\_\_\_\_ Yes Amount: \$ \_\_\_\_\_

Funding available from School/Department? \_\_\_\_\_ No \_\_\_\_\_ Yes Amount: \$ \_\_\_\_\_

If co-presenting with faculty and/or other students, please list their names.

Describe the impact of your proposed activity your scholarship or research:

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**FINAL REPORT should be submitted to your dean at time of reimbursement.**

Dean's Recommendation:

Signature of Dean: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Provost \_\_\_\_\_ Date: \_\_\_\_\_