

Human Development and Family Science – College of Human Environmental Sciences

Request for Graduate Student Travel Presentation Award

During the 2018-2019 academic year HDFS Graduate Students are eligible for up to a \$750 award for travel to conferences where the graduate student has made a presentation (e.g., a poster or paper).

Provide the estimated cost of your travel and information on any other funding you will receive for this conference below. Complete this form, get your research mentor or advisor’s signature, and submit the form to Lori Bemis prior to attending the conference. She will review the request and insert the award amount and route to one of the Department Chair for approval. Lori Bemis then will forward a copy of the approved award to you.

Name _____ Student ID _____

Conference/Meeting/Event: _____

Conference Dates: _____ Location: _____

Total estimated cost of travel: _____

List other sources and amount of funding:

Name of funding source	Amount	Name of funding source	Amount
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Applicant Signature _____ Date _____

Research Mentor or Advisor Signature _____ Date _____

To receive your award – After the conference:

Provide the Lori Bemis with a copy of the front of the conference program and a copy of the page from the program listing your presentation. Awards will be paid to your student account. At the same time, so that we can put it in the weekly Good News, please (again) email Dr. Proulx with the title of your presentation or poster, and explain any other conference involvement you had (e.g., committees, other professional duties at the conference).

Amount awarded \$ _____

Chair Signature _____ Date Approved _____

HDFS Administration/Fiscal Use Only:

	Amt	Date
SFS Payment request		