

Graduate Student Travel Support Request

The School of Pharmacy will support graduate student travel **that exceeds funds provided by grants** to present their research at professional meetings. To request these funds, please complete the information in Part A below and submit to the Office of Admissions and Student Affairs at least one month in advance of travel. Funds are restricted to those expenses related to the professional meeting travel. Only one award will be given to any student in a calendar year. Funding will not exceed \$500.

Request for Graduate Student Travel Support (Part A)

Student name:

PhD Program Track:

Professional Meeting (name/date/location):

Estimated Expenses:

Registration cost:

Airfare:

Ground transportation:

Lodging:

Meals:

Subtract grant fund received:

Total requested:

Presentation poster/podium title (name and date of presentation).

Please include a copy of the letter of acceptance of publication for presentation from the sponsoring organization.

For Office Use Only (Part B):

Approved by Department Chair: _____ Date: _____

Approved by Dean: _____ Date: _____

Amount Approved: \$ _____

Fund Code: _____