

REQUEST FOR TRAVEL FUNDING

Please complete this form, including your Faculty Sponsor's Signature.

This form should be submitted as soon as possible prior to travel (please attach materials describing the conference).

Date: _____

From: _____

Department: _____

Name of Meeting/Conference: _____

Location of Meeting: _____

Date(s) of Meeting: _____

Are you Presenting? Yes No

Registration \$ _____

Travel \$ _____

Lodging \$ _____

Meals \$ _____

Student's Signature

Faculty Sponsor's Signature

FOR COLLEGE OF GRADUATE STUDIES' USE ONLY

APPROVED

NOT APPROVED

AMOUNT: \$ _____

APPROVAL SIGNATURE

DATE