Full Name (First, Middle, Surname): _____________________________________________

Preferred Phone #: ____________________________ Email Address: _____________________

UIN: _______________________________________________________________________

Overall GPA:______________________________ Total Credit Hours Earned: _______________

Research Advisor’s Name and Department: ___________________________________________

Research Advisor’s Contact Information: ____________________________________________

_____________________________________________________________________________

Project Title: ____________________________

_____________________________________________________________________________

TRAVEL AWARD REQUIRED INFORMATION

Be sure to include all of the following items in your application.

1. Provide detailed information about the place, time, and title of your conference presentation.
2. Include a copy of your acceptance letter (or email) from the conference organizer(s) and a copy of the conference program listing your talk or poster presentation. (A printout from the conference’s website will suffice.)
3. Be sure to attach a travel budget that itemizes all funds necessary to support your travel. The maximum travel award request is $800.
4. For the reimbursement process, you are required to submit original receipts attesting to the cost of items listed in your travel budget. All receipts should be submitted to Anne Stites in the Office of Academic Programs (125 Mumford Hall) post-travel for the funds to transfer into the student’s account as a travel scholarship.

SIGNATURES AND APPROVALS

Undergraduate Researcher: ____________________________________________ Date: _________

Research Advisor: ______________________________________________________ Date: _________

ACES Honors Dean: _____________________________________________________ Date: _________

Routed to Anne Stites for Processing: ________________________________ Date: _________

Back to Rob Chappell for Archiving & Uploading: ______________________ Date: _________