

TUGGLE SCHOLAR TRAVEL AWARD APPLICATION

Name: _____ Date: _____

Email: _____ Phone: _____

APPLICANT ELIGIBILITY REQUIREMENTS

1. Applicant is a current Tuggle Scholar
2. Applicant is a currently registered master's student (both at time of request and conference)
3. Applicant has completed all sections of the application, including supplemental questions.
4. Applicant has included a copy of the abstract submitted for your poster, paper presentation, etc.
* **Note: If you will not be presenting at the event, you do not need to submit an abstract.**

Presenter(s): _____

Type of Presentation: ___ Poster ___ Paper/Project Presentation ___ Roundtable Presentation ___ Other*

*If you chose "other", or will not be presenting, briefly describe your reason for attending the conference here:

Title of Paper/Abstract: _____

Author(s) of Paper/Abstract: _____

Conference Name: _____

Conference Location: _____

Dates of Travel: _____

STUDENT ITEMIZED TRAVEL BUDGET

Provide a numerical amount for each item listed below.

Travel to & from event (e.g. airfare): \$ _____

On-the-ground transit (e.g. bus, ride share): \$ _____

Incidentals (e.g. gas, parking): \$ _____

Hotel/Accommodations: \$ _____

Registration fee: \$ _____

Per diem*: \$ _____

TOTAL: \$ _____

ADDITIONAL SOURCES OF FUNDING

If you will receive funding to attend this event from other sources, indicate the amounts below:

Conference Scholarship: \$ _____

Dept./College Funds: \$ _____

Faculty Grant Funds: \$ _____

TOTAL: \$ _____

No Other Funding Available:

* **Per diem** refers to daily expenses for food. Note: Alcohol CANNOT be included in per diem and should not be included on any receipts submitted for reimbursement.

Signature of Student

Date

TO BE COMPLETED BY STUDENT'S ADVISING PROFESSOR

Will you be attending this meeting/event with your student? ___ Yes ___ No

Signature of Advising Professor

Date

Continue on to page 2 to complete additional questions. 

SUPPLEMENTAL QUESTIONS

Respond to the following questions using the available space.

1. Why is it important for you to attend/present at this event?

2. How does this conference/meeting relate to your research goals and professional development?