



Graduate Student Travel Grant Proposal

Instructions

Through the Department of Chemistry, graduate students may apply for partial support to cover travel expenses to attend professional meetings and conferences.

Eligibility Requirements

To qualify, chemistry graduate students must be matriculated, be registered as a full-time student (i.e., registered for 12 credits as a graduate student, hold a graduate appointment, or otherwise certified as full-time), have completed at least one semester of graduate study at Syracuse University, and be in good academic standing. Travel support is only available for presentation of work at a conference. A maximum of one award may be made per student per fiscal year (July 1 to June 30). Travel grants will normally not exceed \$200, unless absolutely necessary.

Application Process

Graduate Student: Please submit the actual proposal form to our Graduate Program Director. Hard copies of this form are available through Deb Maley or downloaded via our Chemistry website. In addition, you must submit written evidence that your work has been accepted for presentation to the Conference.

If the Graduate Program Director endorses your proposal, (s) he will submit to Deb Maley. You will then be notified via e-mail of the proposal's approval or denial. If the proposal is approved, the Department will prepare a travel voucher on behalf of the student, and the University will then issue a check to the student.

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PART I: Graduate Student must complete this section

Name (Mr./Ms.) _____ SU ID #: _____

Department: _____ e-mail address: _____

Degree Sought: _____ Advisor: _____ Years of residency: _____

Mailing Address: _____

Dept. Phone #: _____ Home Phone #: _____

Requesting travel support to present at the following conference:

Title of Conference: _____

Type of presentation: _____ (poster, talk, invited) _____ Dates: _____

Location of Conference: _____ Estimated expense
(travel, lodging, food, registration) \$ _____

PART II: Graduate Program Director or Chair must complete this section

Name of Director/Chair: Timothy Korter e-mail: tmkorter@syr.edu

Rating of this student : Outstanding Above Average Average In Poor Standing

Financial support of this travel from sponsored or departmental accounts: \$ _____

Department/Program account to receive budget transfer (for successful proposals): _____

Please comment briefly about why the student deserves a travel grant:

Director or Chair: Submit form to **Deb Maley, Department of Chemistry.**

Date Received: _____ Initials: _____