

TRAVEL GRANTS

The GSA awards travel grants each semester to graduate students at CSM. The travel grants are intended to help students display their research at meetings or conferences in their field of study by providing financial assistance toward travel expenses. Travel grants are awarded according to the criteria listed below.

QUALIFICATIONS:

In order to qualify for a travel grant, a person must be a currently registered, fee paying student in a graduate program at CSM. Travel grants are awarded to defray the costs of attending a specific conference, at which the student must be either the speaker in an oral presentation or primary author in a poster session. Applications will be considered and travel grants may be tentatively awarded for abstracts which have not yet been formally accepted by a conference, but the funds will not be disbursed until proof of abstract acceptance is shown. A graduate student may receive only one travel grant during his or her academic career in a particular graduate degree program at CSM.

SCHEDULE:

Travel grant applications are accepted each fall and spring semester. The specific application deadlines vary from year to year, but should be listed in the Graduate Student Handbook or posted in the "News" section of this website. Fall semester grants are intended to assist students attending conferences scheduled during November through April. Spring semester grants are for conferences during May through October.

AMOUNT:

Travel grants are awarded in amounts up to \$500. The awards are intended to cover conference-related expenses, such as travel costs, lodging, food, or registration fees. The grant funds are transferred to a school account belonging to the recipient's advisor or department. Each semester, four awards are reserved for doctoral students, and four for masters students, although if fewer than four grants are awarded for one of these groups, the unused awards are made available to the other group.

RECIPIENT DETERMINATION:

The travel grant recipients are determined by the Travel Grant Committee, which is composed of volunteer graduate students. Any graduate student may request to be on the committee by attending GSA meetings and making his or her desire known.

The Travel Grant Committee determines the grant recipients in accord with the goal of the Travel Grant program, which is to help ensure that all graduate students have the opportunity to present their research at a conference before they graduate. To this end, recipients are determined using the following criteria:

Seniority - Graduate students who are closer to finishing their degree will be given precedence.

Prior conference attendance - Students who have not yet had an opportunity to present their research at a conference will be given precedence.

Financial need - Students who would not be able to attend a conference without this financial assistance will be given precedence over those who have alternate sources of funding.

APPLICATIONS:

Completed travel grant applications must be turned in by 5 pm on the day that they are due. Please remember to have your advisor sign and date the bottom of your application form under your signature!

GSA Travel Grant Application

Name: _____

Student ID: _____

Telephone: _____ Email: _____

Department: _____ Degree (circle one): Doctorate | Master

Year in program: _____ Expected graduation: _____

Advisor: _____ Advisor e-mail: _____

Conference name: _____ Conference dates: _____

Type of grant(Circle One): Presenter / Meeting Attendee

Conference location: _____ Presentation type (circle one): Talk | Poster

Has the abstract been accepted? (circle one): Yes | No

How many talks have you previously given at conferences?: _____

How many posters have you previously given at conferences?: _____

Without a grant, what funds will pay for the conference?: Research | Department | Personal
| Won't Attend

Have you previously received requested Travel Grant type while in this degree program? (circle one): Yes | No

Total cost of attending conference (travel, lodging, fees, etc.): _____

Presenter Funding Maximum: \$500

Meeting Attendee Funding Maximum: \$200

Total funding request: _____

Attach a copy of the abstract to this form if presenting. Include the authors and title of the presentation, and indicate the presenter(for a talk) or principal author (for a poster) by highlighting the person's name. For meeting attendees please attach a registration confirmation

Sign and date this form on the line below to indicate that the information here is true to the best of your knowledge.

Signature: _____

Date: _____