

Department of Communication Graduate Student Travel Funds Request form

Students with accepted papers **FIRST** apply to the Graduate School fund and the CIS Associate Dean for Graduate Studies. **After** applying and hearing from these sources then apply to the Department of Communication. (*note: not for international travel; US and Canada only*)

Up to \$200 will be allocated per trip for national meetings (e.g., NCA, ICA, AEJMC). Up to \$150 will be allocated for regional meetings.

Name: _____

Address: _____

E-mail: _____

Title of Meeting/Conference: _____

Date of Meeting/Conference: _____

Title of Paper/Poster presenting (include copy of acceptance letter): _____

Have you applied for funds from the Graduate School?: Yes No

If Yes, have you been approved for funds and if so how much?: Yes \$ _____ No

Have you applied for funds from the CIS Associate Dean?: Yes No

If Yes, have you been approved for funds and if so how much?: Yes \$ _____ No

Detailed estimated budget for this trip:

Signature: _____ Date: _____

Approved: Yes No

If Yes Amount Approved for: \$ _____

_____ Date: _____

Department Chair