

Application for Graduate Student Travel Allocation

Department of Organizational Leadership, Policy, & Development • College of Education & Human Development • University of Minnesota

Congratulations on your successful presentation proposal. The Department provides some funding to full-time students in good standing in the Department for qualifying professional travel as long as the allocated funds are available. Currently, the funding limit is \$400 each fiscal year (July 1-June 30) to be apportioned among one or more trips. If co-authors are presenting, the maximum travel award will be divided equally among them. In no case will a travel award exceed \$400 for a single presentation. **Priority will be given to research papers and to presentations delivered at national or international conferences.** [Please note: Poster sessions and roundtables are **not** eligible for travel awards.]

Applications must be submitted to the department chair at least 45 days in advance of planned travel.

Please (1) attach a copy of the invitation to present your proposal acceptance letter; (2) attach a copy of the paper proposal if submitted to the professional association, and (3) complete the following questions.

Conference Details

Conference name: _____
(please do not abbreviate)

Sponsor/association: _____
(please do not abbreviate)

Location: _____

Date(s): _____ Type: State/regional National International

Presentation Details

Type: Paper, sole presenter Paper, co-presenter Panel member Other (specify): _____

Title or general topic of presentation: _____

How is this paper presentation related to your graduate studies here?

Is this the result of research conducted through a grant or funded project? Do you have access to any other financial support for your planned trip to the conference? If so please describe.

Have you been supported financially by the department earlier this fiscal year for any other trips? If so, Please describe the trip and the amount of funding secured.

Applicant Information

Student name: _____ Date: _____

ID#: _____ Email: _____

Mailing address: _____

Degree: M.Ed. M.A. Ed.D. Ph.D.

Program area: AdEd CIDE EdAdm ES HEd HRD WHRE Other

Adviser name: _____