



## Graduate Student Conference Presentation and Travel Award Application

Students whose first authored paper or poster presentations are accepted to a professional conference may apply for up to \$500 per year (for up to 2 conferences) to pay for conference registration, travel, and approved presentation expenses. Students must have their mentor's approval, an official notice of acceptance (including conference program or proceedings), and evidence that GSA funding has been applied for or already exhausted, to apply for and be awarded Department funds. This award is available to all current HSP and ADP Ph.D. students in good standing. GSA and any other eligible funding (e.g., grants, travel awards, travel funds included in fellowship) must be used prior to department funds.

Students must also complete a Travel Pre-Approval form and follow all university travel and reimbursement guidelines.

To apply, send an email to [Kerriej1@umbc.edu](mailto:Kerriej1@umbc.edu) and request that a Conference Presentation Travel Award application be initiated for you in DocuSign. As soon as this is started for you, you'll receive two emails directly from DocuSign. You need to complete and sign both to submit the application. A copy of the application is included below for your information.

This application must be completed 45 days prior to scheduled travel. Response to this application will occur within 30 days.

Rev 03/2023



### Graduate Student Conference Presentation and Travel Award Application

Student name:	Program:	Year:	
Have you used this award before?	Yes, this year	Yes, a past year	No
Advisor name:	Title of Work:		
Type of Work: Poster Paper Other (specify):			
Authors (list all, in order):			

Conference dates (start-end):		(Start)	(End)
Conference Location: (City, State, Country)	(City)	(State)	(Country)

Please attach official notice of acceptance to the conference here:

Optional comments:

Student:	Signature:	Date:
Advisor:	Signature:	Date:
GPD:	Signature:	Date:
Chair: <i>Anne Brodsky</i>	Signature:	Date: