



Graduate Student Advisory Council Student Travel Grant Application Form

For more information: http://www.columbia.edu/cu/gsac/travel_grants.html

Full Name <i>45 characters max</i>			
Department & School (e.g. biology, GSAS)			
Graduate Program			
E-mail Address			
What will your status be at the time of the conference?			
Have you ever been awarded a GSAC Travel Grant previously?	Yes		No

Name of Conference	
Date(s) of Conference	
Location of Conference	
Format of Presentation (e.g. oral, poster, etc.)	
Proposed Presentation Title	
Conference Presentation Status	
Presenting at the conference is a requirement for the grant; an acceptance email/scanned letter from the conference must be attached to the email submitting this application or emailed as soon as available.	

Funding Cycle (Fall/Spring/Summer & Year)	
Date of Application Submission	

By filling in my name below, I affirm that all the information herein is true and correct. I have read the guidelines and requirements and understand that it is my responsibility to abide by them. I understand that an incomplete or incorrect application will be rejected. I understand that final reimbursement is conditional and subject to verification of expenses *via* original receipts, to international tax agreements, to GSAC paperwork deadlines, and to final approval. I also declare that if any of the above information changes between now and reimbursement, I will notify the GSAC Budget and Finance chair immediately.

Name & Date	
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Submit completed applications to the GSAC Finance Chair (finance.gsam@columbia.edu)
by **the date listed online**

CONFERENCE INFORMATION

Please answer the following questions in layman's terms. It is often easier to judge applications that respond to each question individually. Please limit your response to the space given.

- (1) What material you will be presenting at the conference?
- (2) What is the significance of your work to the field as a whole?
- (3) What are the benefits that attending the conference will have on your career?

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ABSTRACT & FUNDING STATEMENT

Please provide the abstract for your presentation at the conference. Summarize if necessary to limit your response to the space given.

Please provide a brief description of funding available from your department, principal investigator, or any fellowships for conference travel. If applicable, this should include a statement from the department website or from a professor/administrator (along with contact information for the individual). If funds are available from these sources but were not made available for this conference, please explain.

Is funding for conference travel available from your department, principal investigator, or fellowship?	Yes		No	

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FUNDING DETAILS

Expenses

Please provide details for the expenses associated with attending the conference, keeping in mind that GSAC funding will only cover registration fees, transportation, and lodging, and will not cover food or other related costs.

Expense items	Details (e.g. mode of transport, # of nights, etc.)	GSAC allowable	Cost
Registration Fee		Yes	
Transportation		Yes	
Lodging		Yes	
Food		No	
Other		No	
TOTAL EXPENSES:			

Total amount requested from GSAC? (up to \$500)			
Would you like to be considered for a grant less the requested amount?	Yes		No

Please briefly describe your efforts to reduce costs:

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I recommend that the student named above be considered for a GSAC travel grant to cover conference expenses, and certify that the work is a significant contribution to the field and is related to the student's research objectives. I also confirm that the above information is accurate and complete to the best of my knowledge.

Name of Reference	
E-mail Address of Reference	
Position of Reference	
Department & School of Reference	
Relation to Student	

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