

Conference Travel Support – Students

Students majoring in one of the department's degree programs can request up to \$500 for travel and lodging.

To request funds:

- Complete the [application](#).
- Collect the materials listed in the application's "Checklist of items" section.
- Combine all documents into a single PDF.
- Deliver the completed application to the department office, BHS 319.

Important notes:

- Registration at the student member rate is required.
- Housing should be at a student-designated hotel if available, and shared with other students.
- A maximum of \$500 is available per student, per academic year.
 - Students are eligible to use remaining funds from one approved trip for a second approved trip.
- Applications for travel funds are accepted on a rolling basis but must be submitted at least one month in advance of the intended travel.
- Once approved, no funds will be released until confirmation of abstract/presentation acceptance or training program acceptance is provided.
 - If registration costs are included in the budget request, the application must be submitted prior to the early bird registration deadline.
 - Please check the Student Registration Support policy to see if that applies prior to including registration costs in this application.