

School of Liberal Arts and Sciences Undergraduate Travel Grant Program Application Form

Please complete this form and save as a WORD document. Submissions will be accepted electronically addressed to: Dr. Michael Carlin, Chair, SLAS Undergraduate Travel Grant Program at mcarlin@rider.edu. Application deadlines are November 15 & March 15.

I. Student Information

Name: **Year:**
Department: **Major:**
Major GPA/Overall GPA: **E-mail Address:**
Faculty Sponsor/Advisor:

II. Conference/Presentation Information

Destination:
Dates of Event:
Organization sponsoring event:
Title of event:
Event website (if available):
Presentation format (e.g., poster, paper, discussion panel):

III. Abstract

IV. Personal statement

V. Budget (*costs listed are per person*)

Total Amount Requested (not to exceed \$500):

1. Itemized Expenses

Category	Explanation/Comments	Amount
Registration		\$XXX
Travel		\$XXX
Lodging		\$XXX
Other		\$XXX

2. Does this project/activity have other funding sources (e.g., faculty grant, department funds, society or meeting fellowship)?

If yes, what are they and what is the percentage of funding?

3. Have you previously received a SLAS Undergraduate Travel Grant? If yes, state the date(s) and the amount of funding you received.

VI. Letter of recommendation

As part of a complete application, your faculty advisor/mentor is required to submit a BRIEF letter of support, to be sent under separate cover to the Chair of the committee. Letters of support should address the following criteria for the sponsored student: academic achievement, student's intellectual/technical contribution to overall project, expected outcomes of attending a regional or national meeting, achievement in previous research experiences, and financial need. Please indicate in your letter if additional funds are available for the student's travel to this meeting.