

REQUEST FOR TRAVEL FUNDS:

YOUR NAME:	
YOUR SIGNATURE:	
NAME OF CONFERENCE:	
LOCATION & DATE OF CONFERENCE:	

ARE YOU PRESENTING? yes-talk yes-poster no

Please attach an abstract or, if you are not presenting, a letter describing the importance of attending.
BRIEF DESCRIPTION OF THE WORK YOU ARE PRESENTING:

Please provide a detailed summation of all expected travel costs below.
ITEMIZED LIST OF EXPECTED COSTS:

Please petition your PI and Graduate Group, along with any other possible sources, for funds before submitting a request to the Combined Degree Office. Provide information below about how much each can contribute. You must attach a copy of the document(s) verifying approval of funds and amount from each of the other sources:

AMOUNT OF P.I. CONTRIBUTION:	\$
AMOUNT OF GRADUATE GROUP CONTRIBUTION:	\$
For those supported by a non-MSTP training grant AMOUNT OF TRAINING GRANT CONTRIBUTION:	\$
(If applicable) AMOUNT AVAILABLE FROM OTHER SOURCES SUCH AS INDIVIDUAL FELLOWSHIPS (NRSA or other), OR OTHER:	\$

Please email this form to the MSTP Office coordinator via email or on the 6th floor of JMEC

To be completed by Combined Degree Director:

AMOUNT OF FUNDS APPROVED:	\$
Director Signature:	

Student will be given a copy of completed form; a copy will also be forwarded to
Jill Baxter, Director of Financial Operations