

# REQUEST FOR DEPARTMENTAL FUNDS FOR TRAVEL

Name:

Major:

Position Title:

eID:

Please select one:

Student (not on payroll)

Undergraduate Student

Graduate Student

## Event Information

Type of Travel

In State

Out-of-State

International

Conference/Event Name:

Conference/Event Location:

Start Date:

End Date:

Are you presenting?

yes

no

Presentation Title:

If not presenting, what is your conference role?

## Funding Information

Amount being requested from Department: \$

Additional Departmental Funding: \$

**Did you apply for College of Human Ecology Travel Scholarship?**

yes amount requested: \$

no

*IF YES: do not use University BPC for any expenses*

**Did you apply for Graduate School Award?**

yes amount requested: \$

no

Student Signature

Date:

**TO BE COMPLETED BY DEPARTMENT**

Funding Source:

Director/Department Head Signature

Date