

Washington State University Vancouver Graduate Travel Grant Application

Completed applications, including the faculty letter of recommendation, are due to Nickie Davis, nicoledavis@vancouver.wsu.edu or Administration Building 200S, by 5:00 p.m. on the deadline date.

Section I

Applicant Name _____ WSU ID# _____

Phone _____ Email _____

Graduate Program _____ WSU GPA _____

Have you received a prior travel grant? Yes No If yes, provide date, source and amount of grant. _____

Are you currently registered at WSU Vancouver? Yes No # of credits _____

Number of semesters completed at WSU Vancouver _____

Degree Sought _____

Date of Preliminary Exam (if applicable) _____

Tentative Completion Date _____

Travel Details:

Proposed date(s) of travel: _____ to _____

Destination (city, state, country) _____

Method of Travel: Personal Vehicle Bus Train Plane

Cost of transportation: _____ Source of Information: _____

Lodging Expenses: _____ Name of Motel: _____

Registration Fees: _____ (include completed conference registration form)

Total Amount Requested: _____

(Award may be applied to any costs incurred during this travel (registration, lodging, food, transportation, etc.)

Applications are due by 5:00 p.m. the last Friday in September, November, February and April of each academic year. Submit to Nickie Davis, nicoledavis@vancouver.wsu.edu or Administration Building 200S.

Section II

Section II-A

The primary purpose for travel grants is to assist in paying for registration fees, travel and lodging expenses at professional conferences at which the graduate student presents a scholarly paper or other professional conference presentation. Complete Section II-A if your travel meets this objective.

Presentation at Professional Meeting

Name of meeting, dates, location:

Please indicate your activity:

Giving a presentation (oral or poster) ___ Leading a workshop/session

Title of professional paper or workshop:

List of authors on presentation as shown in conference proceedings:

Please attach copy of abstract/workshop acceptance to the application.

Section II-B

The secondary purpose for travel grants is to assist in paying for certain other travel and lodging costs associated with graduate studies. These costs may include: 1) attending (but not presenting at) a meeting or conference related **to one's graduate studies; 2) receiving a significant award or recognition relative to one's academic field or service to the University; or 3) travel and lodging for significant professional development opportunities.** Complete Section II-B if your travel meets one of these objectives.

Professional Meeting Attendance

Name of meeting, dates, location:

Receiving Award or Other Recognition

Name of award, location of meeting/award ceremony, dates:

Travel for Professional Development

Briefly list the destination, dates, and purpose of travel:

Section III

Summarize your presentation, workshop/session, award or professional development opportunity in terminology that can be understood by a non-specialist. In your statement, inform the reader of the significance of your paper,

professional workshop, or research, and how the activity and the travel award will contribute to your overall graduate program. (Maximum one page.)

Section IV

To be completed by a Faculty member at WSU Vancouver.

Please provide this information to your recommender and have them submit a letter of recommendation to the Interim Director of Research and Graduate Education (Nickie Davis, nicoledavis@vancouver.wsu.edu) via email or internal campus mail. All letters must be received by 5pm on the deadline date.

Faculty Advisor- Letter of Recommendation.

Graduate Student Name:

Faculty Name:

Department:

Please address the following questions in your letter of recommendation for the student named above.

How long have you known the student?

In what capacity are you involved in this student's coursework, research, etc.?

How will this travel grant benefit the student's scholastic efforts and professional contributions?

Please be explicit regarding the quality and significance of the applicant's activity and whether it is consistent with the applicant's professional development.