

School of Educational Studies Graduate Student Travel Grant Application

The School of Educational Studies (SES) Graduate Student Travel Grant is offered as a means of reimbursement for SES Graduate Students with costs associated with presentation of research at a state, regional, national, or international conference. Applicants may receive one grant award per academic year, up to the amount of \$500 dollars. Graduate students must include the following documentation with their completed applications: confirmation or acknowledgment of conference research presentation, copy of the conference registration document to include registration cost, lodging, and travel expenses (***Receipts are not needed for the purpose of this application. Paid receipts are required when reimbursement requests are submitted after travel has been completed.***) Grants will be awarded based on demonstration of need and available funding.

Applicant Information

First Name: _____ Last Name: _____

Program/Major: _____

Student CWID: _____ Advisor: _____

Funding Request

Requested Amount (up to \$500): _____

Conference Information

Conference Name: _____

Presentation Title: _____

Conference Location and Dates: _____

Conference Cost of Registration: _____

Registration Due Date: _____

Advisor Signature: _____ Date: _____

Student Signature: _____ Date: _____

If travel is in country, the Graduate Student Travel Grant Application must be submitted at least three weeks prior to travel. If travel is out of the country, the application must be submitted at least five weeks prior to travel. Submit completed application with supporting documents to amber.grim@okstate.edu, School of Educational Studies Office (204 Willard Hall).

Incomplete applications will not be considered. Additional funding may be available from the Graduate and Professional Government Association (<http://gpsga.okstate.edu>).

Approval Signatures – Official Use Only

SES Student Affairs Committee Chair: _____ Date: _____

SES School Head: _____ Date: _____