TRAVEL REQUEST PROPOSAL – STUDENT TRAINING PROGRAMS

For funded students on: NIH MARC, RISE, Bridge, NSF-STC, Genentech, BMS, CDI, LSAMP, etc.). Complete this signed form when you are ready to submit an abstract and/or register. You will be notified when approved and for how much. **Please allow as much lead-time as possible for your travel request.**

Date: _____

First Name: _____ Middle: _____ Last: _____

Email: _____ Cell Phone: _____

Date of birth: _____ Notes about name for airline tickets: _____

Program: ☐MARC ☐RISE ☐Bridge ☐NSF-STC ☐Gene ☐ BMS ☐ CDI ☐ LSAMP

Conference/Scientific Name: _____

Location (City, State): _____ Conference Dates: _____ to _____

Your Travel dates: _____ to _____ (*Notify professors if you will miss class!*)

Is this your first meeting during the current academic year (June 1 to May 31)? ☐ YES ☐ NO

I am presenting (select one): ☐ Poster ☐ Verbal Presentation ☐ I am **NOT** presenting*

Title of Abstract/Presentation/Paper**: _____

_____

*If you are **not** presenting research, you are required to write a brief reflection on your experience. Please submit by email within 1 week to your Research Mentor and Program Director.*

**You must reference the grant number and funding source on any abstract, poster, presentation, or authored paper in the acknowledgements. Ask the program office for this information.

☐ Travel Scholarship is pending ☐ I received a Travel Scholarship for ALL expenses or ☐ Some expenses

☐ I applied for LSAMP funds ☐ I applied for COSE IRA funds ☐ I applied for other funds: _____

Enter an amount for each item that you are requesting. Put a line or "N/A" for each item that you will not need.

Estimates: Airfare $_____ Lodging $_____ Subsistence (_____/days @$55/day) $_____

Other students going? ☐ YES ☐ NO You hope to room with _____

Other (Shuttle/Taxi/Uber) $_____ Conference Registration $_____**TOTAL**: $_____

Research Mentor Name: _____

Research Mentor **approval** (signature or email confirmation): _____

PD **approval** for $_____ (Signature): _____

NOTES: _____

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