



## Request for Graduate Student Travel Funds

**Part I: To be completed by the traveler requesting funds. Request must be submitted *before* travel commences.**

### Traveler Information

Name: \_\_\_\_\_ Department: \_\_\_\_\_

Major Professor: \_\_\_\_\_

### Meeting Information

Meeting Title: \_\_\_\_\_

Location: \_\_\_\_\_ Conference Size: \_\_\_\_\_

Dates: \_\_\_\_\_

Title of presentation and/or poster: \_\_\_\_\_

### Estimated Travel Costs

Airfare: \_\_\_\_\_

Number of days lodging: \_\_\_\_\_ Lodging rate: \_\_\_\_\_

Registration: \_\_\_\_\_ Total estimated cost: \_\_\_\_\_

Amount and source of matching funds: \_\_\_\_\_

## Part II: Approval

\_\_\_\_\_  
Department Head & Date

\_\_\_\_\_  
Major Professor & Date

## Part III: Contribution

College of Agriculture & Applied Sciences

Amount Awarded: \_\_\_\_\_

\_\_\_\_\_  
CAAS Senator

\_\_\_\_\_  
Date