Graduate Travel Support Funds

Funds for graduate student to travel and present their work at national and international professional meetings is supported by contributions of alumni and friends of the Chemistry department.

Travel awards of a maximum of U$500/student/year will be given to assist costs associated with graduate student transportation, lodging, and registration to a conference to which the student will be presenting his/her graduate research.

Request for support should be submitted to the graduate program director along with the completed and signed travel support form (attached) and a copy of the abstract of the work that will be presented at the conference. Applications will be reviewed by the graduate committee in two funding periods with deadlines of September 1st and March 1st. This award may be used supplement funds provided by other funding sources such as graduate school travel awards, travel fellowships, or graduate advisor’s travel and research funds. Preference will be given to students that have not previously received support. The financial support will be contingent on the acceptance of abstract.

Following the University guidelines for travel expenditures, travel support will be granted to students presenting their research, which benefits the student’s research position at WFU. Expenses paid by the student will be only processed upon submission of the expenditure voucher and attachment of detailed receipts and a statement of purpose of the travel approved the advisor and student soon after his/her return. Expenses incurred before the travel (e.g. airfare, registration) made with the advisor’s Pcard can be automatically processed upon approval of travel support.

Details of the program

Department gift funds will be allocated $10,000/year to support graduate student travel. Applications will be reviewed in two funding periods. It is anticipated that an average of 20 awards will be given a year. Preference will be given to senior graduate students and to students that have not been awarded in previous years.
Department of Chemistry, Wake Forest University
Graduate Travel Support Form

Student Name: ___________________________________ ID#__________________

Advisor’s Name: ______________________________________________________________

Meeting / Conference Title: ______________________________________________________

Meeting Location (City, State, Country):____________________________________________

Date of Conference: _________________

Briefly describe why you are attending meeting/conference: ____________________________
____________________________________________________________________________
____________________________________________________________________________

Presentation title: ______________________________________________________________

Presentation format: ( ) poster, ( ) oral, ( ) other____________________________________

Submission status: ( ) accepted, ( ) pending, ( ) not yet submitted

Estimated expenses (total cost):

Transportation: _________________

Lodging: ______________________

Registration: ___________________

Additional costs: ________________

Student Signature: ___________________________ Date:________________

Advisor Signature: ___________________________ Date:________________

* submit this form along with a copy of the presentation title and abstract to the graduate program director.