

COSAM GRADUATE STUDENT TRAVEL FUNDS APPLICATION FORM (Revised 4/2011)

Please note that thesis research receives top priority for travel funds.

Please submit an entire application packet (except for the faculty reference page) as an email attachment **IN A SINGLE PDF or WORD** FILE to:

Dr. Anthony G. Moss,
Chair, COSAM Graduate Travel Funds Committee
Department of Biological Sciences
mossant@auburn.edu

Name: _____ Department: _____

Campus Phone: 4-_____ Cell: _____ Email: _____

Campus Address: _____

Degree program (MS or PhD): _____ Anticipated date of completion: _____

Major Professor: _____ Campus phone: 4-_____ Email: _____

Date Application Submitted: _____ Amount Requested: \$ _____

Travel Dates: Depart: _____ Return: _____

Reason for Travel: _____

If a meeting; please indicate location and date: _____

Please attach a flyer or program page advertising the meeting, displaying location and dates.

Have you received previous awards from this source for your current degree? _____

If so, please indicate date and amount: _____

Have you attempted to acquire other sources of travel funds? _____

If so, please identify source & amount. _____

Please indicate below the value of the described travel to your research and/or education.

Please attach after this page the following:

1. A short (2 page maximum) curriculum vitae that describes educational background, research and teaching experience, list of publications, and other significant experience.
2. A completed Request for Authority to Travel (RAT) signed by your department head or representative. Send a copy, not the original. Itemize ALL allowable expenses associated with your meeting. Do NOT send receipts to the Graduate Travel Office; instead provide them to your departmental administrative assistant for reimbursement should you receive a travel award.

Please ask your major professor to complete the faculty reference form indicated below. Please ask that it be sent directly *from* your major professor *to* the committee chair.

COSAM GTA TRAVEL AWARD: FACULTY REFERENCE FORM

TO BE COMPLETED BY MAJOR PROFESSOR and emailed directly to:

Anthony G. Moss, Ph.D., Chair
COSAM Travel Committee
Department of Biological Sciences
mossant@auburn.edu

1. I certify that work presented by my student _____ represents:
Presentation of thesis or dissertation research _____
Presentation of non-thesis or dissertation research _____
2. How does the meeting rank in discipline? (Check one)
Top: 10% _____, 25% _____, 50% _____, 75% _____
3. Is the meeting (Check one)
Regional _____, National _____, International _____?
4. Is this an invited presentation? (Check one) Yes _____ No _____
5. Will your student give a talk or poster? (Check one) Talk _____ Poster _____
6. Graduate degree start date: Semester: _____ Year: _____
7. Projected graduation date: Semester: _____ Year: _____
8. In the space below, please provide a brief statement that describes why your student should be considered for a COSAM Travel Award. Thank you for your time.

Printed name (please)

Signature

Date (mm/dd/yyyy)

844-_____
Campus phone