

# DEPARTMENT OF SPANISH AND PORTUGUESE

## Application for Graduate Student Travel Support

### Student Information

Name:

Email:

Advisor:

Degree Level:    MA    PhD

Year of entrance into present program:

If ABD, date of your Candidacy Exam:

### Conference Information

Conference Name:

Conference Dates:

Location:

Please provide the title of the paper to be presented. Briefly describe the main topic and explain how it relates to your area(s) of specialization:

Please provide an itemized budget of estimated expenses:

If you have received other Department travel support in the last two years (including support from the Karpus Fund), please indicate the term/year of when you received the award(s), amount of the award(s), and the month/year in which you spent the funds:

If you have applied for other travel support (i.e. Arts & Humanities Graduate Research Small Grant), please indicate the funding requested):

### Approvals

Please submit the completed form to your Advisor (attach a copy of the conference official letter of acceptance).

Advisor Endorsement \_\_\_\_\_

Director of Graduate Studies Approval \_\_\_\_\_ Award Amount \_\_\_\_\_

**PLEASE NOTE:** Upon approval of support, you must submit a spend authorization within Workday. If you have any questions about this process, please contact the Fiscal Associate for assistance.