College of Education and Human Sciences
Grants for Graduate Student Participation
in Professional Conferences
Guidelines

Goal:
To encourage and support graduate student presentations at regional, national, or international conferences.

Applicants/nominees must be:
• a graduate student in a major/specialization hosted by a CEHS department
• making excellent academic progress
• traveling to a conference where the student has had a paper accepted for presentation
• committed to sharing insights and experiences with others by presenting at our CEHS Student Research conference, speaking to student organizations, participating in student panels, etc

Application Process:
• Obtain application (available online)
• Return the completed application to the CEHS Graduate Coordinator by the appropriate deadline:
  o June 1 - for July I through December 31 meetings
  o December 1 - for January 1 through June 30 meetings

Review Process:
Applications/nominations will be reviewed by a committee. Awards will be made based on the merit of the request, the relative merit of the conference, the student’s academic progress, and the availability of funding. The maximum amount awarded to one individual will be $350.

Submit completed applications/nominations to:
  CEHS Graduate Coordinator
  105 HE
  East Campus 68583-0800
College of Education and Human Sciences
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Application

Name: ______________________________________________________
Graduate Major/specialization: ___________________________________
Degree sought: ________________
Address: _____________________________________________________
E-mail: __________________________  Phone: _____________________
Name of Conference (no acronyms): _______________________________
Sponsoring Organization (if not apparent): _________________________
Location (City, State, Country): _________________________________
Dates: _______________________________________
This group meets?  __ Annually    __ Biennially    __ Other ________________
Scope:  __ Regional     __ National    __ International

Estimated trip expenses:  
Airfare:  
Mileage:  
Ground transportation (taxi/bus to/from airport/hotel):  
Lodging:  
Meals:  
Registration fees:  
Materials & supplies:  
TOTAL EXPENSES  

Applicant Signature: ___________________________________________
Date: __________________________


Attach a SINGLE PAGE to this form with:
• the title of your presentation
• the names of all authors in the order these were submitted to the meeting sponsor—and put an asterisk after the name of the actual presenter(s)
• a brief description of:
  o the research to be presented and your contribution to that research
  o the format of the presentation
  o the relative significance of the conference you wish to attend

In addition, solicit a brief letter from your advisor, describing your academic progress and the relative merit of this conference.

Submit the application and the above to:
  CEHS Graduate Coordinator
  105 HE
  East Campus 68583-0800