

College of Arts and Sciences Student Travel Program Application

Applications for travel awards will be reviewed on a rolling basis. Only degree-seeking students majoring in a College of Arts & Sciences program are eligible to apply. Where mentors are outside of the College of Arts & Sciences, applications may be considered, but preference in funding is given to applications where both student and mentor are in the College of Arts & Sciences. Students should apply at least one month before the trip to be eligible for up to a maximum of \$500. Your scholarship will be processed through your financial aid package. If the amount of financial aid you have already accepted is the maximum amount that you can receive for your cost of attendance, then receiving the travel award will result in a reduction of your financial aid. Responses will be saved, and you can return to the application at a later time to complete. Questions should be sent to artsciugo@ksu.edu.

Student First Name

Student Last Name

Wildcat ID Number

Email Address

Student's Major/Department

Faculty Supervisor Name (First and Last)

First Name

Last Name

Faculty Supervisor's Email

(Copy and paste to ensure accuracy. This will be used to automatically contact your faculty supervisor for their endorsement.)

Faculty Supervisor's Department

Student's Current Educational Status

- ☐ Undergraduate
- ☐ Graduate

I attest that I am enrolled as a **full-time, degree-seeking** undergraduate student.

- ☐ Yes
☐ No

I attest that I am enrolled as a **degree-seeking** graduate student.

- ☐ Yes
☐ No

Reason for Travel

- ☐ Presenting research or creative work
☐ Conducting research
☐ Learning research or creative inquiry techniques

Name of conference or event

Conference or event location

Title for presentation (if applicable)

Author list for presentation (if applicable)

Indicate presentation type

- ☐ Oral
- ☐ Poster
- ☐ Other

If "other" presentation type, please explain

Have you been accepted to present or still waiting to hear? You may apply either way. We will contact you at the time of review to check your acceptance status, if you indicate at time of application that your acceptance is pending.

- ☐ Yes, I've received my acceptance to present
- ☐ No, I'm still waiting to hear back from the conference organizers

Please describe the activities for which you are applying for funding (including travel destination, event name, type of activities, etc).

Other funding sources: Please submit any other sources or possible sources of support for your trip. Graduate students are expected to apply to the Graduate School's GSC travel award (see their website for details). If you are a graduate student not applying for the GSC travel award, please explain why. Departments

may also provide funding. You cannot receive total funds from all sources in excess of your trip costs.

Start date of trip (leaving Manhattan) - format mm/dd/yyyy

End date of trip (return to Manhattan) - format mm/dd/yyyy

Please provide an estimate of your total travel expenses below. We realize that the amount of this award, if funded, will likely not cover all of your expenses. However, we encourage you to include all of your potential expenses here to assist you in planning for your trip. The total may appear in red to differentiate between your entries and the calculated total. It is a function of Qualtrics and is not meant to indicate a validation error.

Airfare

0

Mileage (# of miles times current State of KS rate of \$0.70/mile)

0

Lodging (# of nights times lodging rate divided by number or travelers per room)

0

Conference registration

0

Local transportation (taxi, Uber, subway, etc)

0

Parking fees	0
Baggage fees	0
Other	0
Total	0

List your other expenses included above. Meal or per diem costs are not allowable under this program.

Clicking the next button will submit your application. You will receive an email confirming your application submission, and an email will be auto-generated to your faculty supervisor asking for their endorsement of your trip. If you have any questions, please email artsciugo@ksu.edu.

Thank you for your interest in this program.