

JPSM Graduate Student Conference Travel Support

JPSM students traveling to academic conferences may seek funding through JPSM Graduate Student Conference Travel Support for one conference a year.

Application process. Students must complete an application for support, including information from the sponsoring faculty member (See the application attached.) Applications must be received one month before the conference date.

JPSM will contribute up to \$500 toward an individual conference travel request. Eligible students will be presenters (oral or poster) at the conference and have not applied for the Travel Support the past two years. Priority will be given to applications in which the student is a presenter in an invited session at the conference.

Students must contact Lucy Robles lrobes1@umd.edu to create a Travel Request in Concur after the travel funding has been approved by the Department.

Eligible expenses. The grant may be used to cover the following expenses:

- Conference registration fees.
- Meals and lodging while attending a conference.
- Costs of travel to and from the conference. If travel is by car, reimbursement will be made at the standard rate. (If attendees carpool, only one may apply for reimbursement for this purpose.)

What defines an academic conference? An academic conference meets all of the following guidelines. Conferences that are located at or sponsored by a university but do not meet all of these criteria are not considered academic conferences.

- The primary intended audience members are students and professional researchers, scholars and educators.
- The majority of conference presenters are professional scholars.
- The conference's primary purpose is to share and advance scholarship in a given field.

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-----Student Application-----

Please use this electronic document for your application. Enter necessary information after each item. Submit the application electronically or in hard copy to Brian Kim, the Director of Graduate Studies (DGS), at least 30 days before the conference. (kimbrian@umd.edu)

Name: _____

Email address: _____

Year in school and expected graduation date: _____

Have you applied for JPSM Graduate Student Conference Travel Support before? _____

If yes, when? _____

Conference and activities at the conference: _____

Presentation title:

Student Signature and Date

Supporting Faculty Signature and Date

DGS Signature and Date