

CONFERENCE -TRAVEL REQUEST FORM

Yale Science & QR will provide eligible students up to \$2,000 in conference - travel costs per academic year. Students must apply for travel funds and or scholarships offered through the conference organization. *Documentation required.* If the total cost exceeds \$2,000, students must secure additional financial support from their PI.

The Request form must be completed **3 months** prior to the conference date - submit to donalee.slater@yale.edu. *Funds will not be awarded for travel that has already occurred.*

Item	Data
Travel Year - Program(STARS, Hahn, RSS)	
Student Name	
Student Email	
Name of Conference/Meeting	
Location of Conference/Meeting	
Date(s) of Conference/Meeting and Registration Deadline	
PI/Mentor Name	
Reason for Attending	
Estimated Costs	Registration: Transportation: Hotel/Lodging: Other: TOTAL:

Complete the above information and provide the following with your form:

- a) Conference website
- b) Program itinerary (attach or provide web link)
- c) Program/paper acceptance or invitation letter
- d) Email of support from your PI, endorsing your attendance and agreeing to cover your expenses exceeding \$2,000 (sent to s.chang@yale.edu).

Applicant Signature

PI Signature