

**Swenson College of Science and Engineering Student Travel Request  
for presenting research or accepting awards.**

Funding is provided by generous annual gifts from alumni and friends of Swenson College of Science and Engineering. Please submit this form typed prior to travel dates and be sure you have all appropriate signatures needed. Travel must be associated with presenting research or accepting awards. A student can only receive funding once as an undergraduate and once as a graduate.

Student Name

Phone

Email

Department

Research Advisor

Undergraduate Student Year in School

Graduate Student -  Master's  PhD

Amount Requested (up to \$400)

Total Anticipated Cost of Travel \$

Other sources of funding

**Attach abstract if presenting research**

Please describe the purpose of travel (present research or accepting awards)

**Signature of Student**

**For Undergraduate Students:**

Signature of Dept. Head

Print Name

Date

**For Graduate Students:**

Signature of Director of Graduate Studies

Print Name

Date

**Please return to Carrie Sutherland, SCSE Deans office, 140 Eng Bld**

**Office use only:**

Date Received \_\_\_\_\_

Approved on \_\_\_\_\_ Approved or Denied by (initials) \_\_\_\_\_

Notification to Students \_\_\_\_\_ Fund transfer to EFS# \_\_\_\_\_ Date \_\_\_\_\_