Vera Russell Graduate Student Travel Funds Application

College of Education and Learning Design

**Last Name:**             **First name:**

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| **FUND INFORMATION** |
| The Vera Russell Graduate Student Travel Fund was developed to support CoELD graduate students presenting at a regional, national, or international professional conference. The applications are reviewed and awarded on an ongoing basis, with the committee meeting monthly. Students may apply for multiple awards across cycles; however, preference is given to those who have not received funding. The maximum award of $2500 per graduate student will be provided in the form of reimbursement. Recipients and award amounts will be determined the Graduate Committee of the College of Education and Learning Design. |
| **PERSONAL INFORMATION** |
| 1. First Name:       2. Middle Name:       3. Last Name:
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| 4. SCSU Student I.D. Number:        |
| 5. Address:       6. City:       7. State:       8. Zip:        |
| 9. Phone: (     )       -       10. Email:       11. Graduate Program:        |
| **ELIGIBILITY** |
| 1. Date of application: January 15 April 1
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| 1. Have you received monies from the Vera Russell Fund before? Yes No
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| 1. If yes, specify the amount and date:
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| 1. Have you applied for other funding for this project? Yes No
2. If yes, please describe:
3. Title of presentation:
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| 1. Type of presentation:       8. Name of conference:

 9. Dates of conference:       10. Date of presentation:       |
| 11. Presenter:       12. Co-Presenter:       13. Faculty Advisor:       |
| 14. Level at which the paper will be presented: Regional National International |
| 15. Amount of projected expenses:       |
| **SUBMISSION** |
| All applications must be submitted with copies of the following:* Cover letter (including description of presentation);
* Documents with evidence of the proposal acceptance; and
* Outlined budget expenses, including documentation of budget estimates

*Participation in presentations, poster sessions, or round table discussions are acceptable for funding. Presentation must not have occurred prior to application date. Funding is only in the form of reimbursement for original receipts.* Please submit this application and supporting documentation materials to the Office of the Dean of the College of Education and Learning Design – Education Building A110 or electronically to soe@stcloudstate.edu . |