College of Education
Vera Russell Graduate Student Travel Funds

1. Three rounds of funding annually:
   a. October 1
   b. January 15
   c. April 1

2. Budget will be approximately 1/3 for each cycle. If funds are not used in a cycle, they will be added to next pool.

3. A maximum award of $500 per student will be provided for the duration of their graduate education.

4. Student may apply for multiple awards across cycles; however, preference is given to students who have not received funding during an academic year.

5. If a student applies and cannot be/is not funded, he or she may resubmit during a subsequent cycle.

6. Award recipients will be selected by an adhoc committee from the College of Education Dean's Office and the Special Projects and Applied Research Center.

7. The application will be brief and include the following:
   a. Cover letter (including description)
   b. Cost information
   c. Previous awards

8. Students must be presenting at a regional, national, or international conference and must provide evidence that the proposal was accepted. Participation in presentations, poster sessions, and round table discussions are acceptable. Presentations can be co-presentations with faculty or other students. Students may not use both student research funds and these funds to cover the same expenses.

9. Students will be asked to submit receipts and provide a brief overview of the experience. Funding will be in the form of reimbursement only.

10. Applications are available at [http://www.stcloudstate.edu/coe/students/scholarships.asp](http://www.stcloudstate.edu/coe/students/scholarships.asp) and should be submitted in the SPARC Office EB A-117.