

Sociology Graduate Student Research Travel Fund Application

Application Checklist

(Return this document with your completed application packet)

- Cover Letter (no more than 1 page that shows how important the conference is for the applicant, full nature of participation in conference, significance of conference, and how it will impact the applicant's academic and professional development)
- Application Form
- Conference Information
- Conference Abstract
- Itemized Budget Form
- Receipt of Participation in Conference (i.e.: invitation letter)
- Current Curriculum Vita
- Recommendation Letter from your advisor (can be sent separately)
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All applications must be submitted ELECTRONICALLY. Please send materials in the form of either.doc or .pdf files, and ensure that all information, other than the advisor's recommendation, is included in A SINGLE email addressed to Cherry Rojo at clrojo@hawaii.edu.

Sociology Graduate Student Research Travel Fund Application Form

Application Deadline

<input type="checkbox"/> Fall (for travel November-March)	<input type="checkbox"/> Spring (for travel May-October)
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Personal Information

Name of Applicant:			
Mailing Address:			
Phone #:			
Email:			
Current Degree Status	<input type="checkbox"/> M.A. Program Semester/Year Entered Program: _____	<input type="checkbox"/> Ph.D. Program Semester/Year Entered Program: _____	<input type="checkbox"/> A.B.D.
Have you received this award before?			
Yes		No	
If yes, how much have you received in total?			
\$		When:	
What other sources of funding may be available to you?			
Please list recent presentations/ or other academic achievements:			

**Sociology Graduate Student Research Travel Fund
Conference Information**

Conference Information

Conference Title:			
Organization:			
Date:	Location:		
Organization/Conference Website:			
Title of Paper to be Presented:			
Nature of Presentation (Paper Panel, Round Table, Etc.):			
Status of Submitted Paper:	<input type="checkbox"/> To Be Submitted	<input type="checkbox"/> Pending Acceptance	<input type="checkbox"/> Accepted

Previously Funded Travel

Conference Title	Date	Location	Amount (U.S. \$)

I certify that the above information in this application packet is accurate to the best of my knowledge.

Signature _____ Date _____

**2 Sociology Graduate Student Research Travel Fund
Conference Abstract**

Title:

Abstract (less than 300 words):

Sociology Graduate Student Research Travel Fund
Itemized Budget Form

Item	Estimated Cost (U.S. \$)	Amount Requested	Other Funding Sources	Sociology Approval
A. Airfare Destination: _____ Departure Date: _____ Return Date: _____				<i>(For Official Use Only)</i> <input type="checkbox"/> Fully Fund <input type="checkbox"/> Partially Fund Amount: _____ <input type="checkbox"/> Deny
B. Accommodations Location: _____ Check-In Date: _____ Check-Out Date: _____				<i>(For Official Use Only)</i> <input type="checkbox"/> Fully Fund <input type="checkbox"/> Partially Fund Amount: _____ <input type="checkbox"/> Deny
C. Conference Fee				<i>(For Official Use Only)</i> <input type="checkbox"/> Fully Fund <input type="checkbox"/> Partially Fund Amount: _____ <input type="checkbox"/> Deny
D. Transportation <input type="checkbox"/> Shuttle <input type="checkbox"/> Taxi <input type="checkbox"/> Other: _____ _____				<i>(For Official Use Only)</i> <input type="checkbox"/> Fully Fund <input type="checkbox"/> Partially Fund Amount: _____ <input type="checkbox"/> Deny
TOTAL				