Return form to:
Sherry Ernsberger
404 White Hall

Request Number________
Date Received________
Awarded________
Denied________

School of Teaching, Learning and Curriculum Studies
GRADUATE STUDENT
Dissemination of Research and Scholarship Award

Name:______________________________________________________________  Date:__________________
Program:________________________________________________________  Phone:_____________________
Email address:_______________________________________________________________________________
Purpose of Travel:____________________________________________________________________________
Destination:______________________________________  Professional Association:______________________
Your Role:__________________________________________  Dates of Meeting:________________________

Check one:    ____National or International Conference      ____State Conference      ____Local Conference

Travel Costs:

  Transportation: $________
  Lodging: $________
  Food: $________
  Registration: $________
  Other (Itemize): $________
  TOTAL COSTS: $________

Amount Requested from TLC: $________
(Maximum amount awarded is $500 per semester for national/international conference; max amount for a state conference is $250.)

Will you be applying for funds from the Graduate Student Senate? ___yes     ___no

Graduate Student Signature:_____________________________________________________

Participant Checklist:
1. Purpose is dissemination of scholarship and research   _____
2. Recognized professional association   _____
3. Documented participant (attach copy of acceptance letter or program entry)   _____
4. Request is within TLC’s limits (see below)   _____

NOTES
• This support is to be used to assist in the dissemination of the results of scholarship and research. Applicants can apply for one grant per semester within an academic year. Provide documentation of participation as a presenter (acceptance letter or program entry) from the organization.
• Half the funds available for conference presentations will be set aside for each semester. Applications are due the last Friday in October for Fall semester; applications are due the last Friday in March for Spring semester or summer. Awards may be given retroactively; this is to say that if a presentation were made in September, a student could apply for an award at the end of October (or March) to help defray the costs of the September presentation. While only one grant per applicant will be honored in the Fall semester, if a request is unfunded in the Fall, applicants are encouraged to resubmit the request in the spring, and to submit more than one request in case there are funds still available.

Revised 3/2023