

RLL Graduate Student Travel to Conference Funding Request Form

- *Submit this form to the Chair after your conference paper has been accepted and well in advance of your travel date.*
- *Attach to this form letter/e-mail confirming that you will be on the program.*

Name: _____

Title of Event: _____

Location of Event: _____

Dates of Event: _____

Title and brief description of paper: _____

Budget

*Estimated airfare: _____

**Please attach sample itinerary from airfare search engine with price indicated

*Estimated hotel: _____

*Estimated meals: _____

*Registration fee: _____

Total budget request: _____

Other than RLL and the Graduate School, are you applying to any other WU Dept. for funding for this conference and related expenses? If so, please specify.

To be completed by Dept.

Abstract approved (faculty signature required): _____

Date submitted: _____

Approved: NO _____ YES for [amount of funds approved] _____

Signature of Chair of RLL: _____