

Department of Mathematics – Graduate Student  
Travel/Research Grant Application Academic Year 2021-22

\*\*Please complete and return this form to the Graduate Program Administrator in office 331, prior to your trip\*\*

Date: \_\_\_\_\_ HUID#: \_\_\_\_\_

Name: \_\_\_\_\_

Local Address: \_\_\_\_\_

Name of Meeting/Conference: \_\_\_\_\_

Location of Meeting: \_\_\_\_\_

Dates of Travel: \_\_\_\_\_

Purpose of the Meeting/Travel (present paper, etc.): \_\_\_\_\_

Please submit a printout of the conference/workshop/meeting that includes the conference name, the dates, and location with this application.

Are you teaching this term?      Yes      No      If yes, please request your course head's approval.

Amount Requested: \$ \_\_\_\_\_ (Airfare, lodging, conference fee, etc)

Sources of funding:   Conference      Travel Grant      GSAS Professional Development Fund  
(for students who entered in F2017, F2018 or F2019)

Is this your first request for travel funding?      Yes      No

Name of your advisor: \_\_\_\_\_

**Advisor's Approval and Signature**

This trip is academically justified: \_\_\_\_\_ Date: \_\_\_\_\_

Advisor's Signature

**The department request that academically justified student travel be funded from  
Advisor grant funds when possible.**

☐

**I am able to provide funding for this trip.**

Grant to be charged: \_\_\_\_\_

**Students who are teaching should not plan travel during the term.** In exceptional cases, you may request permission from your course head to travel for one week or less. You must help arrange teaching coverage during your absence.

**Course Head Approval**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_