



Request for Funding to Support Student Conference Participation

Student Name: _____ Student ID#: _____

Email: _____

Name of Conference: _____

Brief description of session:

Conference Registration Fee: _____

Lodging: _____ Transportation: _____ Meals: _____ Other: _____

Estimated Total Expenses: _____ Funding Amount Requested (max \$1,000): _____

Student Signature: _____ Date: _____

Advisor Signature: _____ Date: _____

Ed.D. Director's Signature: _____ Date: _____

All doctoral students enrolled in the Ed.D. Program are encouraged to participate in relevant conferences and meetings and to present research accomplished as part of your studies and professional engagements. If funds are available, the Ed.D. Program will provide funding in the range of \$500 - \$1000 to support conference participation and travel costs. The expectation is that students will apply for travel funds only one time during their doctoral studies.

Priority for funding will be given to research presentations accepted at a national conference. Requests will be considered on a first come, first serve basis.

Please return to the Ed.D. Leadership Program office at least one month prior to travel. To be considered for Fall travel, please submit request form no later than September 1st of the calendar year. To be considered for Spring or Summer travel, please submit by January 15th of the calendar year.