

Milano School of International Affairs, Management, and Urban Policy

2011-2012 Student Conference Travel Award  
Application Form

Name: \_\_\_\_\_ I.D. number: N \_\_\_\_\_

Program of Study: \_\_\_\_\_

Credits Completed: \_\_\_\_\_ Expected Graduation: \_\_\_\_\_

Name of Conference: \_\_\_\_\_

Location: \_\_\_\_\_ Dates: \_\_\_\_\_

Maximum amount of award: \$300.\*

(\*Please note that the total school budget is limited.)

Amount Requested: \$ \_\_\_\_\_

Required Attachment:

Application statement demonstrating the importance of attendance, particularly the relevance to career goals; reasons can include, but are not limited to:

- Acceptance of paper proposal on the program;
- Acceptance on conference program in another role (e.g. moderator);
- Applied and was accepted as attendee for competitive, "by invitation" conference, or
- Importance to Program, School, or Division to Have student representation.

Submit the above, together with a list of projected expenses: travel (including local), conference registration fees, hotel and meals as appropriate. Submission must be received at least two weeks prior to the conference so awardees can be notified in advance. Please submit your completed application to:

either **Philip Akre, 66W 12<sup>th</sup> Street, 6<sup>th</sup> Floor** or **Susan Morris, 72 5<sup>th</sup> Ave – 4<sup>th</sup> Floor**

Receipts for expenditures must be presented for reimbursement following the conference to:

\_\_\_\_\_.

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