

Student Grant for Professional Travel Application

Description: The Honors College **reimburses** up to \$250.00 for travel for a conference presentation of a student's work on either the Thesis/Project or an Impactful Experience. The amount of money awarded will be determined by available funding. **Note: All receipts must be saved to receive the reimbursement.**

Eligibility: To be eligible, a student must be an active member of the UMass Lowell Honors College, working with a faculty mentor on their honors project/thesis or an impactful experience. The honors student must also have an overall "OK" status with the honors college. If you are unsure of your current overall status, please check with your Honors Advisor.

Application Deadline: Honors students who apply should submit a completed application packet to the Honors College (O'Leary Library 301) by the end of add/drop period of the semester they plan to incur the expense. *Note: Funding is based on availability and applications will be accepted up to one semester before the expense will be incurred.*

Application Packet:

1. Student Grant for Professional Travel Application (this form).
2. Either an image of the presentation in the program with the student's name or a copy of the presentation acceptance letter with the student's name as a presenter.
3. A one-page budget outlining how and when items will be purchased.

Student Name: _____ Student ID: _____

Email: _____ Major: _____

Faculty Advisor (Please Print): _____ Dept: _____

Faculty Signature: _____ Date: _____

Student Signature: _____ Date: _____

The Honors College will reimburse as much of the expense as possible, up to \$250. **All expenses must be documented with receipts. Incomplete or late applications will not be approved.**

Honors Office Use Only:

Complete application and Budget Check: _____ Date: _____

Honors student's overall Status: ___OK ___Issues ___Probation ___Withdrawn

Honors Advisor Approval: _____ Date: _____

Dean's Approval: _____ Date: _____

Comments: _____
