

COEHS RESEARCH PRESENTATION TRAVEL FUNDS APPLICATION

Submit to: COEHS Assistant Dean, Office Ed North 203

Instructions: Type name in first field and press tab key to advance to additional fields. You may save this form to your hard drive or print it, but do not save form on line.

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Name: _____ Department: _____

Rank: _____ Tenure Status: _____

Years at A&M-Commerce: _____

Conference: _____

Location: _____

Brief Description of Presentation:

Total cost of activity: _____ Date of travel: _____

Departmental support: _____ College support: _____

Other funding: _____ Balance requested: _____

Itemized Budget:

Airfare:	_____	Meals:	_____
Airport Shuttles/Taxi:	_____	Hotel:	_____
Conference Registration:	_____	Other:	_____
Total:	_____		

APPLICANT SIGNATURE: _____ Date: _____

I support this request for funding to present completed research findings at a National/International Conference

DEPARTMENT HEAD SIGNATURE: _____