

Student Professional Development Support

The College of Arts and Sciences has established a travel fund for CAS undergraduate and graduate majors who are attending professional development conferences. Students who have completed at least 15 semester hours at WIU can apply for a \$50 travel grant with an equal matching amount from the department. These funds are to be used for travel or conference registration expenses.

Funds will be awarded twice during the Spring semester, once for conferences occurring during the months of January, February or March, and again for conferences in the months of April, May or June. Availability of funds will determine the number of awards granted. Preference will be given to applications received by the deadlines below; applications will be accepted after the deadline for each period **if funds are available**.

To apply, students should submit a completed form (see reverse) that includes the name and location of the conference, a statement of its educational/professional development value, and date(s) of attendance. Students should also secure (on the form) a signature from the sponsoring faculty member and the department chair's signature verifying the department's contribution of matching funds. Sponsoring faculty must be responsible for organizing student travel to the conference.

Deadlines: November 1, 2008 (for conferences in January thru March)

 February 1, 2009 (for conferences in April thru June)

**Student Professional Development Support
Application Form**

(please print legibly or type)

Student Information (to be completed by student)

Name of Student:

Student's Local Address:

Student's Local Phone:

Student's Email Address:

Conference Information (to be completed by student)

Name of Conference:

Location:

Dates of Planned Attendance:

Statement of Educational/Professional Development Value:

Amount of Support Requested: \$

Use of funds (i.e., for travel, conference registration):

Department Information (to be completed by department)

Name of Sponsoring Faculty Member:

Signature of Sponsoring Faculty Member:

Signature of Department Chair:

Department Contribution (must equal or exceed amount requested from College): \$