

Department of Spanish and Portuguese

Application for travel grant

CONFERENCE TRAVEL

Date _____

Guidelines

1. M.A. students are not eligible for travel grants.
2. The Fellowships and Grants Committee will give preference to those Ph.D. students who have not received a travel grant in the preceding year.
3. The completed application must reach the Committee three weeks prior to the conference.
4. Dollar amounts and the number of times a student can apply for an award will vary depending upon the following:

Students are limited to one grant per calendar year for conferences in any of the following states:

- a) Indiana: Amount of award, \$100.00.
- b) Illinois, Kentucky, Ohio, or Michigan: Amount of award, \$150.00.

Applicants are limited to one grant every two years for conferences in any of the following:

- c) Rest of the States except Alaska and Hawaii: Amount of award, \$300.00.
- d) Alaska, Hawaii, Puerto Rico, Mexico and Canada: Amount of award, \$400.00.
- e) Other countries: Amount to be decided case by case.

If a student is awarded a grant type c), d), or e), he or she will not be eligible that same year for a grant type a) or b). Awards are credited to the student's Bursar account.

5. You may apply as soon as you have received written notification of your participation in a nationally-recognized professional conference in the field of Hispanic literatures or linguistics.

Supporting Materials

1. A brief evaluation of the conference paper, written by a professor in the department, as well as a copy of the paper in its final form. The professor should be a specialist in the primary field treated in the paper. He or she should receive a copy of the paper no later than two months before the date of the conference.
2. A copy of the letter from the conference organizers accepting the paper. When available, a copy of the conference program with the applicant's name & paper highlighted.

Application on reverse side.

*****PLEASE TYPE or PRINT CLEARLY*****

Name of graduate student: _____ 10-digit IU I.D. # _____

Mailing address: _____

Degree program: _____ Citizenship _____ Expected completion date: _____ G.P.A.: _____

1. Please list all previous awards received from Indiana University (fellowship, Rey/Donald Sisters/Rogers fellowship or travel grant, other awards). Please include amount and date:

2. Provide the following information about the conference:

a. Name of conference: _____

b. Location: _____

c. Registration fee: _____ d. Dates: _____

e. Brief description of the nature of the conference (organizational affiliation, host institution, etc.) _____

3. Provide the following information about your paper:

a. Title of your paper: _____

b. Title (or description) of the session for which your paper has been accepted:

Approval by the Director of Graduate Studies for submission to committee: _____ Date _____

Denial by the Director of Graduate Studies for submission to committee: _____ Date _____

<p>Student Checklist:</p> <ul style="list-style-type: none"><input type="checkbox"/> Completed Application Form<input type="checkbox"/> Professor's Evaluation<input type="checkbox"/> Copy of conference letter of acceptance<input type="checkbox"/> Final Draft of Conference Paper<input type="checkbox"/> Conference program (if available)
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<p>Graduate Office Checklist:</p> <ul style="list-style-type: none"><input type="checkbox"/> Completed Application Form<input type="checkbox"/> Professor's Evaluation<input type="checkbox"/> Copy of conference letter of acceptance<input type="checkbox"/> Final Draft of Conference Paper<input type="checkbox"/> Conference program (if available) <p>Date Application Submitted: _____</p> <p>Date Application Completed: _____</p>
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