

Department of Mathematics
Graduate Student Travel Request Form

In order to simplify the process for graduate students requesting support for travel to mathematics meetings and similar activities, the Department of Mathematics is combining requests by several categories of students into this one form. Whether you are

- an international student or a U.S. citizen,
- supported by VIGRE, GAANN, other fellowship, or TA,
- a Math or AMCS student,

please submit your requests with this form.

We will consider each request on a case-by-case basis. Funds are limited, so we may only be able to provide partial support, and we may have to prioritize requests. The amounts available may vary depending on the sources of funds (e.g. VIGRE grant, GAANN grant, personal gifts to the Department).

Participation in conferences and similar activities can be very helpful to your research development and career, so we encourage you to be professionally active and to apply for support.

Please submit your requests to Kristin Gilchrist. She will forward the requests to the faculty who administer the various funds.

Eligible Students: All Mathematics and AMCS graduate students.

Factors for prioritizing requests (not in order):

- Giving a talk or other presentation at a research conference
- Giving a talk or other presentation at another institution
- Traveling to another institution to collaborate in research
- Participating in a focused student workshop/mini-course
- Attending a research conference to learn more about current work and to network with other students and faculty in the student's area

To apply:

Fill out form below and then give the form to Kristin Gilchrist (unless you are positive you are applying only for AMCS funds under e) above) either in person, 21 MLH, in her mailbox, or electronically, kristin-gilchrist@uiowa.edu.

If approved:

1. You will receive instructions for processing your reimbursement. On the trip, obtain receipts for all expenses, especially paid transportation (e.g. air, train, cab). Meal receipts should indicate which expenses are your own.
2. Each student will be required to submit a short statement after the trip describing the impact of the activity.

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Please check all boxes that apply:

- | | |
|---|--|
| <input type="checkbox"/> VIGRE Trainee: _____year(s) | <input type="checkbox"/> International Student |
| <input type="checkbox"/> U.S. Citizen or Permanent Resident | <input type="checkbox"/> GAANN |
| <input type="checkbox"/> AMCS | |

Date submitted: _____

Your name _____

Place and Purpose of travel _____

Relevance to your own research program _____

Date(s) of trip _____

Estimate of Itemized Costs (transportation, hotel, meals, etc.)

Other possible sources of support for this trip? _____

Have you applied? _____

What other support have you been able to obtain? _____

Deadlines? _____

Passed quals? Not yet (or) date passed _____

Passed comp? Not yet (or) date passed _____

Ph.D. advisor if known _____

Any other information that might aid in the review of your request (please feel free to use another sheet of paper):